



## POLL OFFICIALS FOR UPCOMING BY-ELECTION

### A. SENATORIAL BY-ELECTION – MACHAKOS COUNTY

The Independent Electoral and Boundaries Commission invites qualified applicants for the following temporary positions for Machakos County Senatorial by-election to be held on 18<sup>th</sup> March 2021.

### B. REQUIREMENTS FOR THE VARIOUS POSITIONS

#### 1. PRESIDING AND DEPUTY PRESIDING OFFICERS-

##### i) Requirements

- a) Kenyan citizen of high integrity, and be non-partisan;
- b) Hold a Degree/Diploma certificate from a recognized institution;
- c) Computer literate;
- d) Have effective communication;
- e) Good report writing skills;
- f) Ability to manage people, sensitive data and materials;
- g) Have skills in data computation;
- h) Must be available for the entire period of the exercise; and
- i) Must be residents in the constituency or Ward in which they; apply for

##### ii) Wages

- a) Presiding Officers will be paid **Kshs. 2000** per day; and
- b) Deputy Presiding Officers will be paid **Kshs. 1,800** per day

#### 2. LOGISTICS OFFICERS

##### i) Requirements

- a) Kenyan citizen of high integrity, and be non-partisan;
- b) **Hold a Degree/ Diploma** certificate from a recognized institution;
- c) Computer literate;
- d) Have effective communication skills;
- e) Have good report writing skills;
- f) Proven organizational skills
- g) Residents in the constituency/Ward in which they apply for;
- h) Must be knowledgeable in logistics, distribution and retrieval of materials;

- i) Should be conversant with the Geography, infrastructure and terrain of the Constituency/Ward he/she applies to work in; and
- j) Must be available for the entire period of the exercise.

ii) **Wages**

Logistics Officers will be paid **Kshs. 1,500** per day

3. **SUPPORT ELECTORAL TRAINERS (SETs)-**

i) **Requirements**

- a) Kenyan citizen of high integrity, and be non-partisan;
- b) Hold a Degree/Diploma certificate from a recognized institution;
- c) Computer literate;
- d) Have proven and demonstrated training skills;
- e) Ability to manage people;
- f) Must be available for the entire period of the exercise
- g) Residents in the constituency/Ward in which they apply for;

ii) **Wages**

Support Electoral Trainers will be paid **Kshs. 2,000** per day

4. **ICT CLERKS**

i) **Requirements**

- a) Kenyan citizen of high integrity, and be non-partisan;
- b) Hold a Diploma qualifications in ICT or other IT or related field;
- c) ICT Certification (MCSE, CCNA or Equivalent) will be an added advantage;
- d) At least 2 years industrial experience in ICT support in a busy environment;
- e) Hands on experience and skills in Computer Hardware, Network and Software diagnosis;
- f) Have effective communication skills & good report writing skills;
- g) Must be available for the entire period of the exercise
- h) Residents in the constituency/Ward in which they apply for;

ii) **Wages**

ICT clerk will be paid **Kshs. 1,500** per day

5. **WARD-BASED VOTER EDUCATORS**

i) **Requirements**

- a) Minimum Diploma in Social Sciences/Education/Project Management:

- b) Minimum 3 years' experience in voter/civic education, community mobilization and social work within the Ward/Constituency/County applied for;
- c) Residents in the constituency/Ward in which they apply for;
- d) Must be able to speak the main language of communication used by residents of the constituency/Ward;
- e) Must be non-partisan with exceptional understanding and knowledge of socio-cultural, economic and political dynamics of the constituency/ward;
- f) Proof of having successfully conducted voter/civic education activities or informal training with existing networks within the Ward/Constituency/County; and
- g) Proven report writing skills

ii) **Wages**

Ward-based Voter Educators will be paid **Kshs. 1,500** per day

6. **POLLING/COUNTING CLERKS**

i) **Requirements**

- a) Kenyan citizen of high integrity, and be non-partisan;
- b) KCSE Aggregate C- and above;
- c) Must be of good character and non-partisan;
- d) Must be available for the entire period of the exercise; and
- e) Resident of the Constituency/County Assembly Ward in which they apply for.

ii) **Wages**

Polling Clerks/Counting Clerks will be paid **Kshs. 1,000** per day

Applicants who meet requirements of the above positions should submit their application letter, copy of National Identity Card, copies of academic and professional certificates to the Returning Officer at the respective IEBC Constituency office. Closing date is 29th January 2021.