

VACANT POSTS

V/No. 01/2018

PRINCIPAL HOUSING OFFICER, JOB GROUP 'N', TEN (10) POSTS

Salary Scale: Kshs.51,660 – 69,990 p.m.

(a) Duties and Responsibilities

Duties and responsibilities at this level involve ensuring proper cost planning of Civil Servants Housing projects; budget control through preparation of designs and cost estimates; establishing cost targets; analyzing and advising on alternative forms of construction; preparation of project cost estimates; advising on the cost implications of proposed variations; administration of building contracts; preparation of final accounts; compilation of progress reports from site meetings; mediation of tenants/purchasers disputes; liaising with the legal unit for advise on legal matters; and facilitating the acquisition of leases and titles for civil servants.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:-

- (i) Served in the grade of Chief Housing Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for at least three (3) years;
- (ii) A Bachelors degree in any of the following: Valuation, Property Management, Architecture, Landscape Architecture, Interior Design, Civil/Electrical/Mechanical Engineering, Land Economics, Real Estates and Land Administration, Building Economics, Urban/Regional Planning, Construction and/or Project Management, Community Development, Statistics, Environmental Studies, Geography or equivalent qualification from a recognized institution;
- (iii) Senior Management Course, lasting not less than 4 weeks from a recognized Institution;
- (iv) Be a registered/member of a relevant professional body where applicable; and
- (v) Demonstrated administrative and leadership capabilities in work performance and results; and
- (vi) A post graduate diploma in Housing or related field from a recognized institution (applicable to non-professional degree holders).

V/No. 02/2018

CHIEF HOUSING OFFICER, JOB GROUP 'M', TEN (10) POSTS

Salary Scale : Kshs.44,750 – 59,860 p.m.

(a) Duties and Responsibilities

Duties and responsibilities at this level involve identification of land for housing development; preparation of development budget; interpreting the civil servants requirements into building concepts and designs; ensuring that the specified standards of materials and workmanship have been complied with; evaluating cost of projects and monitoring the cost effectiveness of the designs; preparation of tender and contract documents; supervision and evaluation of work at various stages of construction; and preparation of final accounts and compilation of reports from site meetings; liaison with statutory institutions and potential partners in housing development; assisting in the sale of houses developed under the scheme; collection of mortgage repayments and rent; recommend the boarding of houses developed under the scheme; valuation of houses developed under the scheme for rental and sale; and maintenance of housing stock developed under the scheme.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (vii) Served in the grade of Senior Housing Officer, Job Group 'L' or in a comparable and relevant position in the Public Service for at least three (3) years;
- (viii) A Bachelors degree in any of the following: Valuation, Property Management, Architecture, Interior Design, Civil/Electrical/Mechanical Engineering, Land Economics, Real Estate and Land and Land Administration, Building Economics, Urban/Regional Planning, Construction and/or Project Management, Economics, Estate Management, Sociology, Community Development, Statistics, Environmental Studies, Geography or equivalent qualification from a recognized institution;
- (ix) Attended a Supervisory Management course lasting not less than two (2) weeks from a recognized institution;
- (x) A post graduate diploma in Housing or related field from a recognized institution (applicable to non-professional degree holders);
- (xi) Be a registered/member of a relevant professional body where applicable; and
- (xii) Shown merit and ability as reflected in work performance and results.

V/No. 03/2018

PRINCIPAL ESTATES MANAGEMENT OFFICER, JOB GROUP 'N', FOUR (4) POSTS

Salary Scale : Kshs.51,660 - 69,990 p.m.

Duties and Responsibilities

Duties and responsibilities this level will include: supervise compilation and up-dating of Government houses inventory and building maintenance manuals; supervision and administration of construction and maintenance works; preparation of final projects accounts; advising on contractual arrangement and contracts; oversee property valuation, market updates and feasibility studies; facilitate the identification of estate for re-development; conducting environment impact assessment and audit; and supervising managing and development staff.

(a) For appointment this grade, an officer must have:

- i) Served in the grade of chief estate management officer or in a comparable and relevant position in the public service for a minimum of three (3) years;
- ii) A Bachelor's Degree in any of the following; Land Economics, Estate Management, Property Management, Property Management and Valuation, Facilities Management, Building Economics, Architecture, Regional/Urban Planning Construction Management, Structural/Civil/Building/Electrical/Mechanical Engineering or any other equivalent and relevant qualification from a recognized university;
- iii) Registration by any of the following Bodies; institution of surveyors of Kenya , Board of Architects and Quantity Surveyors, Physical Planner Registration Board and Engineers Registration Board or any other relevant and recognized body;
- iv) Attended a senior management course lasting not less than four (4) weeks from a recognized institution
- v) Demonstrated professional competence and administrative ability to direct and control the work of professional/technical staff; and
- vi) Be a registered/member of a relevant professional body where applicable.

V/No. 04/2018

CHIEF ESTATES, MANAGEMENT JOB GROUP 'M', THIRTY THREE (33) POSTS

Salary Scale: Kshs. 44,750 - 59,860 p.m.

(a) Duties and Responsibilities

Duties at this level will involve planning and co-ordination of renovations and maintenance works; overseeing allocation and general administration of government residential quarters and office accommodation; boarding and condemnation of structurally unsound Government houses for the purpose of disposal and deletion from Building Register; lease administration and rent collection; cost planning for both maintenance and construction projects; preparation of projects brief, sketch designs and cost estimates; tender administration; and supervision of construction and maintenance works.

(b) Requirements For Appointment

For appointment to this grade, an officer must have:

- i) Served in the grade of senior Estate Management Officer or in a comparable and relevant position in the public Service for a minimum of three (3) years;
- ii) A Bachelor's Degree in any of the following: Lands Economics, Estate Management, Property Management and Valuation, Facilities Management, Building Economics, Architecture, Regional/Urban Planning, Construction Management, Structural/Civil/Building/Electrical/Mechanical Engineering or any other equivalent qualification from a recognized university.
- iii) Demonstrated professional competence and ability in supervision of work of professionals;
- iv) Attended a supervisory Management Course lasting not less than two (2) weeks from a recognized institution;
- v) Be a registered/member of a relevant professional body where applicable; and
- vi) Shown merit and ability as reflected in the work performance and results

V/No. 05/2018

PRINCIPAL HOUSING OFFICER, JOB GROUP 'N', TEN (10) POSTS

Salary Scale: Kshs. 51,660 – 69,990 p.m.

(a) Duties and Responsibilities

Duties and responsibilities at this level involve:- Initiating, co-ordinating and supervising research; identification and documentation of housing projects; establishment of appropriate building technology centres; preparing proposals for housing projects; liaising with stakeholders for review of building legislation and housing standards; preparing manuals for use when training organized groups on housing construction using appropriate building technologies; carrying out pre-investment studies and financial analysis of shelter and related community facilities; planning, implementation, monitoring and evaluation of housing programmes; dissemination of research findings for use by stakeholders.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:-

- (xiii) Served in the grade of Chief Housing Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for at least three (3) years;
- (xiv) A Bachelors degree in any of the following: Valuation, Property Management, Architecture, Landscape Architecture, Interior Design, Civil/Electrical/Mechanical Engineering, Land Economics, Real Estates and Land Administration. Building Economics, Urban/Regional Planning, Construction and/or Project Management, Community Development, Statistics, Environmental Studies, Geography or equivalent qualification from a recognized institution;
- (xv) A post graduate diploma in Housing or related field from a recognized institution (applicable to non-professional degree holders);
- (xvi) Senior Management Course, lasting not less than 4 weeks from a recognized Institution;
- (xvii) Be a registered/member of a relevant professional body where applicable; and
- (xviii) Demonstrated administrative and leadership capabilities in work performance and results.

V/No. 06/2018

CHIEF HOUSING OFFICER, JOB GROUP 'M', NINE (9) POSTS

Salary Scale: Kshs. 44,750 – 59,860 p.m.

(a) Duties and Responsibilities

At this level, the Officer will be expected to: review, implementation, monitoring and evaluation of housing policies and related legislations; preparing reports on housing and human settlement to establish the status of sector; facilitating exchange of ideas at stakeholders forums; promoting research and development of appropriate building technologies; preparing tender documents; construction supervision; monitoring and evaluation of housing projects; carrying out surveys on housing and human settlements issues; evaluating appropriate building technology proposals by local and foreign developers; overseeing preparation of house type plans, cost estimates and construction manuals.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Housing Officer, Job Group 'L' or in a comparable and relevant position in the Public Service for at least three (3) years;
- (ii) A Bachelors degree in any of the following: Valuation, Property Management, Architecture, Interior Design, Civil/Electrical/Mechanical Engineering, Land Economics, Real Estate and Land and Land Administration, Building Economics, Urban/Regional Planning, Construction and/or Project Management, Economics, Estate Management, Sociology, Community Development, Statistics, Environmental Studies, Geography or equivalent qualification from a recognized institution;
- (iii) Attended a Supervisory Management course lasting not less than two (2) weeks from a recognized institution;
- (iv) A post graduate diploma in Housing or related field from a recognized institution (applicable to non-professional degree holders); and
- (v) Be a registered/member of a relevant professional body where applicable;
- (vi) Shown merit and ability as reflected in work performance and results.

V/No: 07/2018

SENIOR RESEARCH OFFICER, JOB GROUP 'N', FOUR (4) POSTS

Salary Scale: Kshs.51,660 - 69,990 p.m.

a) Duties and responsibilities

Senior Research Officer shall undertake the following functions,

Research function

Participate in formulation of research project proposal, goals, research methods, variables and other test parameters; involve in problem identification, analysis and planning intervention measures; assist in design experiments; participate in implementing research activities and assist in coordination of research activities; interpret data and report writing; offer training and advisory services; planning, coordination, implementation and evaluation of research projects; ensure development of various research and project activities; assist in carrying our analytical work; resource management, guide e technical staff and scientists;

Project Development function

Involved in development of control regulations, problem identification survey, analyses and planning intervention measures; participate in scrutiny of project development applications; disseminating research findings; carry our analytical project development works; compiling and presenting information; develop research and project development databases; develop project proposals, goals, development methods, variables and other test parameters; and prepare and communicate research findings in technical/ scientific publications.

b) Requirements for appointment

- i. Served in the grade of Research Office I, or in a comparable and relevant position in the public service for a minimum period of three (3) years;
- ii. A Bachelor's degree in any of the following disciplines: Construction/Project Management, Anthropology, Architecture, Landscape Architecture Interior Design, Civil/ Electrical/ Mechanical Engineering, Land Economics/Survey, Building Economics, Economics, Quantity surveying, Urban/regional Planning, Statistics, Sociology, Community Development, Environmental studies, Geography, Earth Science or equivalent qualification from a recognized University
- iii. Attended project planning and management course form a recognized Institution is desirable; and
- iv. Shown merit and ability as reflected in work performance and results.

V/No.08/2018

SENIOR SUPERINTENDING GRAPHIC DESIGNER, JOB GROUP 'N', TWO (2) POSTS

Salary Scale: Kshs. 51,660 – 69,990 p.m.

Senior Superintending Graphic Designer, Job Group 'N'

a. Duties and Responsibilities

Duties at this level will entail:- management and coordination of designers in interpretation of clients requirement in designing of commercials for advertisements; preparation of technical drawings; display and exhibitions; dimensional design; undertaking photographic assignments and heraldic art; all aspects of printing in general and other graphic works; interior and exterior designs; stage planning and setting; supervision of make-up artists and their costumes; ensuring proper lighting effect on the stage; selection of appropriate materials; product design and supervision; training and development of staff.

b. Requirements for Appointment

For appointment to this grade, an officer must have:-

- (i) Served in the grade of senior Graphic Designer, Job Group 'M' or in a comparable and relevant position in the Public Service for at least three (3) years.
- (ii) Bachelors degree in Design or any other relevant and equivalent qualification from a recognized Institution;
- (iii) Attended a Project Development and Management course lasting not less than four (4) weeks from a recognized Institution.
- (iv) Attended a Senior Management Course lasting not less than four (4) weeks from a recognized Institution;
- (v) Demonstrated general administrative ability required for direction required for control and implementation of landscape works in building programmes.

V/No. 09/2018

PRINCIPAL GRAPHIC DESIGN ASSISTANT, JOB GROUP 'N' ONE (1) POST

Salary Scale: Kshs. 51,660 - 69,990 p.m.

Principal Graphic Design Assistant, Job Group 'N'

a. Duties and Responsibilities

Duties and Responsibilities at this level will entail: organizing, co-ordinating, and scheduling of work in a design studio. Specific duties will include preparation of an inventory of drawing office equipment and supplies: budgeting for stores: conducts workload analysis: checking finished layouts, covers, colour separations, logos and letterheads: drawing illustrations: undertakes photographic assignments; and making plates/dummies. In addition, the officer will coach and mentor staff under him/her.

b. Requirements for Appointment

For appointment to this, an officer must have:

- i. Served in the Grade of Senior Graphic Design Assistant or in a comparable and relevant position in the Public Service for at least three(3) years;
- ii. A Diploma in Graphic Design or its equivalent qualification from a recognized institution;
- iii. Attended a Supervisory Management Course lasting not less than four weeks from a recognized institution;
- iv. Attended a Senior Management Course lasting not less than four(4) weeks from a recognized institution; and
- v. Shown merit and ability as reflected in work performance and results.

V/No. 10/2018

PRINCIPAL STRUCTURAL ASSISTANT, JOB GROUP 'N', ONE (1) POST

Salary Scale: Kshs. 51,660 – 69,990 p.m.

(a) Duties and Responsibilities

An officer at this level will be responsible for design, preparation of bills of quantities and detailing of structural and civil works and drawings for various structures such as roads, sewerage, marine works, retaining walls and footbridges; Supervision of work on site; In addition, the officer will train and supervise staff; checking drawings and bending.

(b) Requirements for Appointment

The Appointment to this grade, an officer must have;

- i. Served in the grade of Chief Structural Assistant, Job Group 'M' or in a comparable and relevant position in the Public Service for at least three (3) years;
- ii. A Diploma in Civil Engineering or Building or its equivalent and relevant qualification from a recognized institution;
- iii. A Construction Technician Certificate Part III; or its equivalent and relevant qualification from a recognized Institution;
- iv. Attended a Senior Management Course lasting not less than four(4)weeks from a recognized institution;
- v. A wide knowledge and experience in all matters related to preparation of drawings of structures and/or drainage;
- vi. Be a registered/member of a relevant professional body where applicable; and
- vii. Shown administrative ability by being conversant with government procedures.

V/No. 11/2018

CHIEF GRAPHIC DESIGN ASSISTANT, JOB GROUP 'M', FOUR (4) POSTS

Salary Scale : Kshs. 44,750 - 59,860 p.m.

a. Duties and Responsibilities

Work at this level involves planning, scheduling, distribution and supervision of work in a design studio. Specific duties include translating sketches into finished drawings and illustrations; photographic work; model/dummy and plate making; colour separation and sketching work; safe custody of equipment and design studio materials. In addition, the officer will coach and mentor staff under him/her.

b. For appointment to this grade, the officer must have:

- i. Served in the grade of Senior Graphic Design Assistant, Job Group 'L' or in a comparable and relevant position in the Public Service for at least three (3) years;
- ii. A diploma in Graphic Design or equivalent qualification from a recognized institution;
- iii. Attended a Supervisory Management Course lasting not less than four (4) weeks from a recognized institution and;
- iv. Shown administrative ability, merit in work performance and results and be conversant with Government procedure

V/No. 12/2018

CHIEF STRUCTURAL ASSISTANT, JOB GROUP 'M', ONE (1) POST

Salary Scale: Kshs. 44,750 - 59, 860 p.m.

Chief Structural Assistant, Job Group 'M'

a. Duties and Responsibilities

An officer at this level will be responsible for design, preparation of bills of quantities and detailing of structural and civil works drawings for various structures such as roads,

sewerage, marine works, retaining walls and footbridges. In addition, the officer will train and supervise staff; checking drawings and bending schedules prepared by staff working under him/her and compiling work output, weekly output chart for Structural Assistants in the unit, coordination of digitization of drawings and management of plans, records and storage; retrieval and construction of information.

b. Requirements for Appointment

The appointment to this grade, an officer must have;

- i. Served in the grade of Senior Structural Assistant or in a comparable and relevant position in the Public Service for at least three(3)years;
- ii. A Diploma in Civil Engineering or Building or its equivalent and relevant qualification from a recognized institution;
- iii. A Construction Technician Certificate Part III; or its equivalent and relevant qualification from a recognized institution;
- iv. A wide knowledge and experience in all matters related to preparation of drawings of structures and/or drainage
- v. Attended a Supervisory Management Course lasting not less than four (4) weeks from a recognized Institution;
- vi. Be a registered/member of a relevant professional body where applicable; and
- vii. Shown administrative ability by being conversant with Government procedures.

V/No. 13/2018

CHIEF ARCHITECTURAL ASSISTANT, JOB GROUP 'M', ONE (1) POST

Salary Scale: Kshs. 44, 750 – 59,860 p.m.

a. Duties and Responsibilities

Duties and Responsibilities at this level will entail:- supervision of the drawing office and the works on site; preparation and checking of finished working drawings; analysis of technical information required by project teams at each design stage; coordination, organization and scheduling of work to ensure smooth flow, training and development of technical staff under him/her.

b. Requirements for Appointment

For appointment to this grade, an officer must have;

- i. Served in the grade of Senior Architectural Assistant, Job Group 'L' or in comparable and relevant position in the Public Service for at least three(3) years;
- ii. A Diploma or Technician Certificate Part III in any of the following disciplines; Building/Civil Engineering, Architecture, or its equivalent and relevant qualification from a recognized institution;
- iii. Shown administrative ability, wide knowledge and experience in preparation of drawings and management of drawings office;
- iv. Be a registered/member of a relevant professional body where applicable; and
- v. Shown merit and ability as reflected in work performance and results.

V/No. 14/2018

PRINCIPAL CARTOGRAPHY ASSISTANT (METROPOLITAN DEVELOPMENT), JOB GROUP 'N', ONE (1) POST

Salary Scale : Kshs. 51,660 - 69,990 p.m.

Principal Cartography Assistant (Metropolitan Development), Job Group 'N'

(a) Duties and Responsibilities

Duties and responsibilities will entail: undertaking studies on delineation of metropolitan areas; preparing draft regulations on metropolitan development; carrying out mapping and surveying work for strategic projects and programmes on roads, street lighting, surveillance equipment, sewer systems, storm water drainage systems, railway stations, markets infrastructure, rehabilitation of recreational, cultural and sports facilities, provision of basic infrastructure to schools and health facilities, solid waste management systems, fire fighting facilities in the metropolitan areas; supervising site inspections on metropolitan strategic projects and programmes; undertaking training and sensitization workshops on strategic metropolitan projects and programmes to metropolitan counties, Boards and other stakeholders; drafting development standards and guidelines for strategic projects and programmes; overseeing collection, collation, and analysis of

information on metropolitan development; maintaining, Updating and analysing Geospatial data in metropolitan GIS Data Centre repository; undertaking feasibility studies and baseline surveys for identification of metropolitan strategic projects and programmes; sourcing for data for the metropolitan regions, major urban areas and transport corridors; undertaking the implementation of strategic projects and programmes and provision of technical support maintenance on infrastructure and services for promotion of Nairobi into a regional and global service hub and other cities in metropolitan areas; implementing development programmes for infrastructure and services for the capital city and metropolitan areas; and carrying out research and innovation on best practices and use of modern technology in metropolitan development related issues.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Chief Metropolitan Development Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Land Survey and Photogrammetry, Geospatial Engineering, GIS, Urban Design, Geoinformatics or equivalent qualifications from a recognized institution;
- (iii) Been a registered member of a relevant professional body where applicable;
- (iv) Senior Management Course lasting not less than four (4) weeks from a recognised institution;
- (v) Shown merit and ability as reflected in work performance and results.

V/No. 15/2018

SENIOR SUPERINTENDING ENGINEER (ROADS) (METROPOLITAN DEVELOPMENT), JOB GROUP 'N' FOUR (4) POSTS

Salary Scale: Kshs. 51,660 - 69,990 p.m.

Senior Superintending Engineer (Roads) (Metropolitan Development), Job Group 'N'

(a) Duties and Responsibilities

Duties and responsibilities will entail: finalizing designs and presiding over site meetings for strategic infrastructure, transport & utilities projects and programmes on roads, street lighting, surveillance equipments, fire and disaster management, sewer systems, storm water drainage systems, railway stations, and associated electrical and mechanical engineering services in the metropolitan areas; supervising site inspections on

metropolitan strategic infrastructure, transport & utilities projects and programmes; undertaking training and sensitization workshops on strategic metropolitan infrastructure, transport & utilities projects and programmes to metropolitan counties, Boards and other stakeholders; drafting development standards and guidelines for strategic infrastructure, transport & utilities projects and programmes; overseeing collection, collation, and analysis of information on metropolitan infrastructure, transport & utilities development; undertaking feasibility studies and baseline surveys for identification of metropolitan infrastructure, transport & utilities strategic projects and programmes; preparing infrastructure, transport & utilities plans for the metropolitan regions; undertaking the implementation of strategic projects and programmes and provision of technical support maintenance on infrastructure, transport & utilities and services for promotion of Nairobi into a regional and global service hub and other cities in metropolitan areas; implementing development programmes for infrastructure, transport & utilities and services for the capital city and metropolitan areas; and carrying out research and innovation on best practices and use of modern technology in metropolitan infrastructure, transport & utilities development related issues.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Engineer, Job Group 'M' or in a relevant/equivalent position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Civil Engineering, Mechanical Engineering, Electrical Engineering, or equivalent qualifications from a recognized institution;
- (iii) Be a registered as a professional Engineer by the Engineers Board of Kenya;
- (iv) Senior Management Course lasting not less than four (4) weeks from a recognised institution; and
- (v) Shown merit and ability as reflected in work performance and results.

V/No. 16/2018

PRINCIPAL ENVIRONMENT OFFICER (METROPOLITAN DEVELOPMENT), JOB GROUP 'N', ONE (1) POST

Salary Scale : Kshs. 51,660 - 69,990 p.m.

Principal Environment Officer (Metropolitan Development), Job Group 'N'

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: undertaking studies on delineation of metropolitan areas; preparing draft regulations on metropolitan development; finalizing designs and presiding over site meetings for strategic projects and programmes on roads, street

lighting, surveillance equipments, sewer systems, storm water drainage systems, railway stations, markets infrastructure, rehabilitation of recreational, cultural and sports facilities, provision of basic infrastructure to schools and health facilities, solid waste management systems, fire fighting facilities in the metropolitan areas; supervising site inspections on metropolitan strategic projects and programmes; undertaking training and sensitization workshops on strategic metropolitan projects and programmes to metropolitan counties, Boards and other stakeholders; drafting development standards and guidelines for strategic projects and programmes; overseeing collection, collation, and analysis of information on metropolitan development; analysing data on metropolitan observatory and data bank; undertaking feasibility studies and baseline surveys for identification of metropolitan strategic projects and programmes; preparing spatial plans for the metropolitan regions and major urban areas and transport corridors; undertaking the implementation of strategic projects and programmes and provision of technical support maintenance on infrastructure and services for promotion of Nairobi into a regional and global service hub and other cities in metropolitan areas; implementing development programmes for infrastructure and services for the capital city and metropolitan areas; and carrying out research and innovation on best practices and use of modern technology in metropolitan development related issues.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Chief Metropolitan Development Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Land Survey and Photogrammetry, Geospatial Engineering, GIS, Urban Design or equivalent qualifications from a recognized institution;

or

Bachelor's Degree in any of the following disciplines: Sociology, psychology, Social Development or any other relevant Social Sciences from a recognized Institution;
- (iii) Be a registered member of a relevant professional body where applicable;
- (iv) Senior Management Course lasting not less than four (4) weeks from a recognised institution;
- (v) Shown merit and ability as reflected in work performance and results.

V/No. 17/2018

PRINCIPAL METROPOLITAN INVESTMENT OFFICER, JOB GROUP 'N', TWO (2) POSTS

Salary Scale : Kshs.51,660 - 69,990 p.m.

Principal Metropolitan Investment Officer, Job Group 'N'

(a) Duties and Responsibilities

Duties and responsibilities at this level entails: initiating and conducting research in the development of a business operative working environment for the promotion and implementation of investment projects in the metropolitan area; development of an appropriate policy framework and strategies informed by metropolitan spatial plan for an economic initiative within the Metropolitan Region; identifying proposed projects for implementation under the existing metropolitan spatial plan; identifying and sensitizing potential Investors and Developers for implementation of the projects identified under the existing metropolitan spatial plan; identify funding entities within and without Government and lobbying their support in implementation of identified projects in the metropolitan area; promoting and publicizing the implementation of the projects for implementation under the metropolitan spatial plan; training and building capacity of collaborating and implementing entities in the metropolitan area.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Chief Metropolitan Investment Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Urban and Regional, Urban Planning, Town Planning, Economic planning or equivalent and relevant qualification from a university recognized in Kenya;
- or
- (iii) A Master's degree in Urban and Regional Planning, Urban Planning, Town Planning, Economic planning or equivalent and relevant qualification from a university recognized in Kenya;
- (iv) Be a Corporate Member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning Chapter) or equivalent in a relevant professional body of Economic Planning;
- (v) Be registered by Physical Planners Registration Board or equivalent professional registration body of Economic Planners;
- (vi) Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- (vii) Shown merit and ability as reflected in work performance and results.

V/No. 18/2018

PRINCIPAL METROPOLITAN SOCIAL DEVELOPMENT OFFICER, JOB GROUP 'N' FIVE (5) POSTS

Salary Scale: Kshs. 51,660 - 69,990 p.m.

Principal Metropolitan Social Development Officer, Job Group 'N'

(a) Duties and Responsibilities

Duties and responsibilities will entail: undertaking social infrastructure studies on delineation of metropolitan areas; preparing draft regulations on metropolitan social infrastructure development; finalizing designs and presiding over site meetings for strategic social infrastructure projects and programmes on markets infrastructure, rehabilitation of recreational, cultural, heritage and sports facilities, provision of basic infrastructure to schools and health facilities, and provision of housing infrastructure services in the metropolitan areas; supervising site inspections on metropolitan strategic social infrastructure projects and programmes; undertaking training and sensitization workshops on strategic metropolitan social infrastructure projects and programmes to metropolitan counties, Boards and other stakeholders; drafting development standards and guidelines for strategic social infrastructure projects and programmes; overseeing collection, collation, and analysis of information on metropolitan social infrastructure development; analysing social infrastructure data on metropolitan observatory and data bank; undertaking feasibility studies and baseline surveys for identification of metropolitan social infrastructure strategic projects and programmes; preparing social infrastructure plans for the metropolitan regions; undertaking the implementation of strategic projects and programmes and provision of technical support maintenance on social infrastructure and services for promotion of Nairobi into a regional and global service hub and other cities in metropolitan areas; implementing development programmes for social infrastructure and services for the capital city and metropolitan areas; and carrying out research and innovation on best practices and use of modern technology in metropolitan social infrastructure development related issues.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Chief Metropolitan Development Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Urban and Regional Planning, Economics, Building Economics, Construction Management, Quantity Surveying, Architecture, Landscape Architecture, Environmental Planning and

Management, Environmental Science, Civil Engineering, Mechanical Engineering, Electrical Engineering, Land Survey and Photogrammetry, Geospatial Engineering, GIS, Urban Design, Geoinformatics, Education, Health or equivalent qualifications from a recognized institution;

or

Bachelor's Degree in any of the following disciplines: Sociology, , Social Development or any other relevant Social Sciences from a recognized Institution;

- (iii) Be a registered/member of a relevant professional body where applicable;
- (iv) Senior Management Course lasting not less than four (4) weeks from a recognised institution;
- (v) Shown merit and ability as reflected in work performance and results.

V/No. 19/2018

**SUPERINTENDING ENGINEER (METROPOLITAN DEVELOPMENT), JOB GROUP 'M'
TWO (2) POSTS**

Salary Scale: Kshs. 44,750 – 59,860 p.m.

Superintending Engineer (Metropolitan Development), Job Group 'M'

(a) Duties and Responsibilities

Duties and responsibilities at this level will entail: preparing draft designs and presiding over site meetings for strategic infrastructure, transport & utilities projects and programmes on roads, water and sanitation, electrical engineering, mechanical engineering services in the metropolitan areas; conducting site inspections on metropolitan strategic infrastructure, transport & utilities projects and programmes; undertaking training and sensitization workshops on strategic metropolitan infrastructure, transport & utilities projects and programmes to metropolitan counties, Boards and other stakeholders; drafting development standards and guidelines for strategic infrastructure, transport & utilities projects and programmes; carrying out research and innovation on best practices and use of modern technology in metropolitan infrastructure, transport & utilities development related issues; conducting feasibility studies and baseline surveys for identification of metropolitan strategic infrastructure, transport & utilities projects and programmes; and preparing infrastructure, transport & utilities plans for the metropolitan regions.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Engineer I, Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Civil Engineering, Mechanical Engineering, Electrical Engineering, or equivalent qualifications from a recognized institution;
- (iii) Been a registered as a professional Engineer by the Engineers Board of Kenya;
- (iv) Certificate in Computer Application skills; and
- (v) Shown merit and ability as reflected in work performance and results.

V/No. 20/2018

CHIEF ENVIRONMENT MANAGEMENT OFFICER, (METROPOLITAN DEVELOPMENT) JOB GROUP 'M' TWO (2) POSTS

Salary Scale: Kshs. 44,750 – 59,860 p.m.

Chief Environment Management Officer, (Metropolitan Development) Job Group 'M'

Duties and responsibilities at this level will entail; conducting studies on delineation of metropolitan green areas; preparing draft regulations on metropolitan development; participate in site meetings for strategic projects and programmes to advice o environmental aspects for roads, sewer systems, storm water drainage systems, railway stations, markets infrastructure, rehabilitation of recreational, solid waste management systems, facilities in the metropolitan areas; site inspections on metropolitan strategic projects and programmes to ensure compliance to environment sustainability; facilitate trainings and sensitization workshops on strategic metropolitan projects and programmes for metropolitan counties, Boards and other stakeholders; participate in analysing information on metropolitan development; carrying out research and innovation on best practices and use of modern technology in metropolitan development related issues; conducting baseline surveys for identification of metropolitan strategic projects and programmes that address sustainable environment; and assist in preparation of spatial plans for the metropolitan regions and major urban areas and transport corridors.

(a) Requirements for Appointment

For appointment to this grade, an officer must have:

- i) Served in the grade of Senior Environment Management Officer Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii) Bachelor's Degree in any of the following disciplines: Environmental Planning and Management, Water Management, Environmental Science, Planning and Environment, or equivalent qualifications from a recognized institution;
- or
- iii) Bachelor's Degree in any of the following disciplines: Sociology, Social Development or any other relevant Social Sciences from a recognized Institution;
- iv) Be a registered/member of a relevant professional body where applicable;
- v) Shown merit and ability as reflected in work performance and results.

V/No. 21/2018

CHIEF METROPOLITAN INVESTMENT OFFICER, JOB GROUP 'M', ONE (1) POST

Salary Scale: Kshs. 44,750 – 59,860 p.m.

Chief Metropolitan Investment Officer, Job Group 'M', one (1) post

(a) Duties and Responsibilities

Duties and responsibilities at this level entails: conducting research in the development of a business operative working environment for the promotion and implementation of investment projects in the metropolitan area; Development of an appropriate policy framework and strategies informed by metropolitan spatial plan for an economic initiative within the Metropolitan Region; identifying proposed projects for implementation under the existing metropolitan spatial plan; identifying and sensitizing potential Investors and Developers for implementation of the projects identified under the existing metropolitan spatial plan; identify funding entities within and without Government and lobbying their support in implementation of identified projects in the metropolitan area; promoting and publicizing the implementation of the projects for

implementation under the metropolitan spatial plan; training and building capacity of collaborating and implementing entities in the metropolitan area.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Metropolitan Planning Officer or Senior Metropolitan Investment Officer Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor's Degree in any of the following disciplines: Urban and Regional, Urban Planning, Town Planning, Economic planning or equivalent and relevant qualification from a university recognized in Kenya;
- or
- (iii) a Master's degree in Urban and Regional Planning, Urban Planning, Town Planning, Economic planning or equivalent and relevant qualification from a university recognized in Kenya;
- (iv) Be a Corporate Member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning Chapter) or equivalent in a relevant professional body of Economic Planning;
- (v) Be registered by Physical Planners Registration Board or equivalent professional registration body of Economic Planners;
- (vi) Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- (vii) Certificate in Computer Application skills; and
- (viii) Shown merit and ability as reflected in work performance and results.

V/No. 22/2018

CHIEF PHYSICAL PLANNING OFFICER (METROPOLITAN DEVELOPMENT), JOB GROUP 'M' ONE (1) POST

Salary Scale: Kshs.44,750 – 59,860 p.m.

Chief Physical Planning Officer (Metropolitan Development), Job Group 'M'

(a) Duties and Responsibilities

Duties and responsibilities at this level entails; preparing spatial plans for the metropolitan regions and major urban areas and transport corridors; undertaking studies on delineation of metropolitan areas; collecting, collating, and analyzing information on metropolitan development; analyzing data on metropolitan observatory and data bank; undertaking feasibility studies and baseline surveys for identification of metropolitan

strategic projects and programmes; preparing draft regulations on metropolitan development; drafting development standards and guidelines for strategic projects and programmes; undertaking site inspections on metropolitan strategic projects and programmes; undertaking training and sensitization workshops on strategic metropolitan projects and programmes to metropolitan Counties, Boards and other stakeholders; undertaking the implementation of strategic projects and programmes and provision of technical support maintenance on infrastructure and services for promotion of Nairobi into a regional and global service hub and other cities in metropolitan areas; implementing development programmes for infrastructure and services for the capital city and metropolitan areas; and carrying out research and innovation on best practices and use of modern technology in metropolitan development related issues.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- i. Served in the grade of Senior Metropolitan Planning Officer Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor's Degree in any of the following disciplines: Urban and Regional, Urban Planning, Town Planning or equivalent and relevant qualification from a university recognized in Kenya;
- or
- iii. A Master's degree in Urban and Regional Planning, Urban Planning, Town Planning or equivalent and relevant qualification from a university recognized in Kenya;
- iv. Be a Corporate Member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning Chapter);
- v. Be registered by Physical Planners Registration Board;
- vi. Senior Management Course lasting not less than four (4) weeks from a recognized institution; and
- vii. Shown merit and ability as reflected in work performance and results.

V/No. 23/2018

CHIEF METROPOLITAN SOCIAL DEVELOPMENT OFFICER, JOB GROUP ‘M’, FIVE (5) POSTS

Salary Scale : Kshs. 44,750 – 59,860 p.m.

Chief Metropolitan Social Development Officer, Job Group ‘M’

(a) Duties and Responsibilities

Duties and responsibilities at this level will entail; conducting social infrastructure studies on delineation of metropolitan areas; preparing draft regulations on metropolitan social infrastructure development; preparing draft designs and presiding over site meetings for strategic social infrastructure projects and programmes on markets infrastructure, rehabilitation of recreational, cultural, heritage and sports facilities, provision of basic infrastructure to schools and health facilities, and provision of housing infrastructure services in the metropolitan areas; conducting site inspections on metropolitan strategic social infrastructure projects and programmes; undertaking training and sensitization workshops on strategic metropolitan social infrastructure projects and programmes to metropolitan counties, Boards and other stakeholders; drafting development standards and guidelines for strategic social infrastructure projects and programmes; analysing information on metropolitan social infrastructure development; carrying out research and innovation on best practices and use of modern technology in metropolitan social infrastructure development related issues; analysing social infrastructure data on metropolitan observatory and data bank; conducting feasibility studies and baseline surveys for identification of metropolitan strategic social infrastructure projects and programmes; and preparing social infrastructure plans for the metropolitan regions.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Metropolitan Development Officer Job Group ‘L’ or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelor’s Degree in any of the following disciplines: Urban and Regional Planning, Economics, Building Economics, Construction Management, Quantity Surveying, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, , Electrical Engineering, Land Survey and Photogrammetry, Geospatial Engineering, GIS, Urban Design, Geoinformatics, Education, Health or equivalent qualifications from a recognized institution;

or

- Bachelor's Degree in any of the following disciplines: Sociology, Social Development or any other relevant Social Sciences from a recognized Institution;
- (iii) Been a registered member of a relevant professional body where applicable;
 - (iv) Shown merit and ability as reflected in work performance and results.

V/No. 24/2018

PRINCIPAL HOUSING OFFICER, SLUM UPGRADING, JOB GROUP 'N' FIVE (5) POSTS

Salary Scale: Kshs.51,660 - 69,990 p.m.

Principal Housing Officer, Slum Upgrading, Job Group 'N'

(a) Duties and Responsibilities

Duties and responsibilities at this level involve; appraisal and documentation of proposals on slum up-grading projects. Sensitization. Information dissemination and establishment of resource centers .In addition, the officer will carry out feasibility studies on low-cost shelter and related community facilities; identification of project intervention needs and develop strategies for grassroots mobilization; facilitation of community resource mobilization; planning and contact administration of slum up-grading projects and programmes; and valuation of up-graded units and facilities

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Chief Housing Officer, Job Group 'M' or in a comparable and relevant in the Public Service for a minimum period of three (3) years;
- (ii) A Bachelors degree in any of the following: Valuation, Property Management, Architecture, Landscape Architecture, Interior Design, Civil/Electrical/Structural Engineering, Land Economics, Real Estate and Land administration, Building Economics, Urban /Regional Planning, Construction and/or Project Management, Economics, Estate Management, Sociology, Community Development, Statistics, Environmental Studies, Geography or equivalent from a recognized institution;
- (iii) A post graduate diploma in Housing or related field from a recognized; and
- (iv) Attended a Senior Management Course lasting not less than four(4) weeks from a recognized institution;

- (v) Be a registered/member of a relevant professional body where applicable;
- (vi) Shown merit and ability as reflected in work performance and results.

V/No. 25/2018

CHIEF HOUSING OFFICER, SLUM UPGRADING, JOB GROUP 'M', NINE (9) POSTS

Salary Scale : Kshs. 44,750 – 59,860 p.m.

Chief Housing Officer, Slum Upgrading, Job Group 'M'

a. Duties and Responsibilities

Duties and responsibilities at this level involve evaluating slum up-grading project proposals from local and foreign developers; organizing slum communities into co-operatives for slum up-grading; planning and design of slum up-grading projects; preparation of house type plans and construction manuals and their costing; preparation of papers on slums and informal settlements for national and international seminars, conferences, symposia etc; undertaking needs assessment of slum communities integration of environmental conservation and HIV & AIDS prevention and management issues in the planning and design of slum up-grading projects/programmes; and conflict prevention and management.

b. Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Housing Officer, Job Group 'L' or in a comparable and relevant position in the Public Service for at least three (3) years;
- (ii) A Bachelors degree in any of the following: Valuation, Property Management, Architecture, Landscape Architecture, Interior Design, Civil/Electrical/Mechanical Engineering, Land Economics, Real Estates and Land Administration, Building Economics, Urban/Regional Planning, Construction and/or Project Management, Economics, Estate Management, Sociology, Community Development, Statistics, Environmental studies, Geography or equivalent qualification from a recognized institution;
- (iii) Attended a Supervisory Management Course, lasting not less than two (2) weeks from a recognized Institution;
- (iv) A post graduate diploma in Housing or related field from a recognized institution;

- (v) Be a registered/member of a relevant professional body where applicable; and
- (vi) Shown merit and ability as reflected in work performance and results.

V/No. 26/2018

Principal Fire Officer, Job Group 'N', two (2) Post

Salary Scale : Kshs. 51,660 - 69,990 p.m.

Principal Fire Officer, Job Group 'N'

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: designing of fire alarms, fire extinguishing and fire venting systems in government buildings and construction works; sitting of fire appliances; inspection of buildings to assess fire hazards and risks and prepare reports; ensuring availability of functional emergency exits and adequacy of means of escape in public buildings; fire investigations and compiling reports; preparation of maintenance schedules and specifications for new fire fighting equipments/installations; processing of tenders for firefighting equipment; and supervising officers working under him/her.

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of Chief Urban Development Officer, Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor's Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design,

Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;

- iii. Been a registered/member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 27/2018

CHIEF LAND SURVEYOR, JOB GROUP 'N', ONE (1) POST

Salary Scale : Kshs.51,660-69,990 – p.m.

Chief Land Surveyor, Job Group 'N'

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: undertaking preparation of draft reports on classification urban areas; preparing draft regulations on urbanization and urban development; undertaking stakeholders' meetings; disseminating urban policy; initiating of projects and programmes on urbanization and urban development; drafting terms of reference for integrated urban and local area development plans, transport, water, sanitation, solid waste, fire disaster, strategic economic infrastructure, security lighting and other related infrastructure on urban development; mainstreaming of gender and social inclusivity in urban projects and programmes; initiating and reviewing appropriate legislation on urbanization and urban development; conducting training to counties and urban Boards on matters of urbanization and urban development; analyzing and managing information on urbanization and urban development; conducting research on urbanization and urban related issues; managing urban observatory and data bank; advising on best practices on urbanization and urban development; initiating innovation and use of modern technology in urbanization and urban development practices; and initiating strategies for domestication of international urban agenda.

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of Senior Land Surveyor, Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor's Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;
- iii. Been a registered member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four(4)weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 28/2018

PRINCIPAL GENDER & SOCIAL DEVELOPMENT OFFICER JOB GROUP 'N', ONE (1) POST
Salary Scale: Kshs. 51,660-69,990 – p.m.

Principal Gender & Social Development Officer Job Group 'N'

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: ensure efficient management and administration of gender and social development programmes; giving technical advice in gender and social development matters; working with communities in urban areas to identify and mobilize resources for implementation of development projects; guiding communities develop Community Action Plans (CAPs); liaising with communities in urban areas and other development agencies in implementing development programmes; identifying self-help groups and community based organizations for registration; coordinating the collection of gender and social development related data for planning; guiding communities and self-help groups identify their social economic

needs; mobilizing communities to implement their development projects; and mainstreaming gender and disability in programmes and projects

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of Chief Gender and Social Development Officer Job Group 'M' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor's Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;
- iii. Been a registered/member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four(4)weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 29/2018

SENIOR SUPERINTENDING ENGINEER –ROADS (URBAN DEVELOPMENT) JOB GROUP 'N', FIVE (5) POSTS

Salary Scale : Kshs. 51,660 - 69,990 – p.m.

Senior Superintending Engineer –Roads (Urban Development) Job Group 'N'

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: supervision of construction, rehabilitation and maintenance of classified and unclassified roads; preparation of tender documents;

monitoring and execution of roads development projects and supervision and training of Engineers and other technical staff.

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of Superintending Engineer, Job Group ‘M’ or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor’s Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;
- iii. Be registered/member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 30/2018

SENIOR SUPERINTENDING ENGINEER – WATER (URBAN DEVELOPMENT) JOB GROUP ‘N’, ONE (1) POST

Salary Scale : Kshs. 51,660 - 69,990 – p.m.

Senior Superintending Engineer – Water (Urban Development) Job Group ‘N’

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: undertaking preparation of draft reports on classification urban areas; preparing draft regulations on urbanization and urban development; undertaking stakeholders’ meetings; disseminating urban policy; initiating

of projects and programmes on urbanization and urban development; drafting terms of reference for integrated urban and local area development plans, transport, water, sanitation, solid waste, fire disaster, strategic economic infrastructure, security lighting and other related infrastructure on urban development; mainstreaming of gender and social inclusivity in urban projects and programmes; initiating and reviewing appropriate legislation on urbanization and urban development; conducting training to counties and urban Boards on matters of urbanization and urban development; analyzing and managing information on urbanization and urban development; conducting research on urbanization and urban related issues; managing urban observatory and data bank; advising on best practices on urbanization and urban development; initiating innovation and use of modern technology in urbanization and urban development practices; and initiating strategies for domestication of international urban agenda.

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of Superintending Engineer – Water Job Group ‘M’ or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor’s Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;
- iii. Been a registered member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four(4)weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 31/2018

SENIOR SUPERINTENDING ENGINEER – STRUCTURAL (URBAN DEVELOPMENT) JOB GROUP ‘N’, TWO (2) POSTS

Salary Scale: Kshs. 51,660 - 69,990 – p.m.

Senior Superintending Engineer – Structural (Urban Development) Job Group ‘N’

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: planning structural designs for buildings, civil and marine works and other structures; supervision of construction works, general administration of projects; preparation of tender documents and cost estimates for civil, structural and marine works; and supervision of staff working under him/her.

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of superintending Engineer – Structural, Job Group ‘M’ or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor’s Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;
- iii. Be registered/member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 32/2018

SUPERINTENDING ENGINEER – STRUCTURAL (URBAN DEVELOPMENT) JOB GROUP ‘M’, TWO (2) POSTS

Salary Scale: Kshs. 44, 750 -59,860 p.m.

Superintending Engineer – Structural (Urban Development) Job Group ‘M’

a. Duties and Responsibilities

Duties and responsibilities at this level will entail: designing and supervision of construction of civil, marine and structural works; preparation of tender documents and cost estimates for civil and marine works; carrying out structural integrity surveys on existing buildings and analysis of test results.

b. Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Engineer I, Job Group ‘L’ or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (i) Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management , Quantity survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology, or equivalent qualifications from a recognized institution:
- (ii) Be a registered/member of a relevant professional body where applicable; and
- (iii) Shown merit and ability as reflected in work performance and results.

V/No. 33/2018

**PRINCIPAL PHYSICAL PLANNING OFFICER (URBAN DEVELOPMENT), JOB GROUP ‘N’,
TWO (2) POSTS**

Salary Scale: Kshs. 51,660-69,990 – p.m.

Principal Physical Planning Officer (urban development), Job Group ‘N’

a. Duties and Responsibilities

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

Duties and responsibilities will entail: undertaking preparation of draft reports on classification urban areas; preparing draft regulations on urbanization and urban development; undertaking stakeholders’ meetings; disseminating urban policy; initiating of projects and programmes on urbanization and urban development; drafting terms of reference for integrated urban and local area development plans, transport, water, sanitation, solid waste, fire disaster, strategic economic infrastructure, security lighting and other related infrastructure on urban development; mainstreaming of gender and social inclusivity in urban projects and programmes; initiating and reviewing appropriate legislation on urbanization and urban development; conducting training to counties and urban Boards on matters of urbanization and urban development; analyzing and managing information on urbanization and urban development; conducting research on urbanization and urban related issues; managing urban observatory and data bank; advising on best practices on urbanization and urban development; initiating innovation and use of modern technology in urbanization and urban development practices; and initiating strategies for domestication of international urban agenda.

b. Requirements for Appointment

For Appointment to this grade, an officer must have:

- i. Served in the grade of Senior Physical Planning Officer Job Group ‘M’ or in comparable and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Bachelor’s Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design,

Mathematics/Statistics/Economics, Sociology or equivalent qualifications from a recognized institution;

- iii. Been a registered member of a relevant professional body where applicable;
- iv. Senior Management Course lasting not less than four(4)weeks from a recognized institution;
- v. Merit and ability as reflected in work performance and results.

V/No. 34/2018

Chief Physical Planning Officer (Urban Development), Job Group ‘M’, three (3) posts

Salary Scale: Kshs. 44, 750 -59,860 p.m.

Chief Physical Planning Officer (Urban Development), Job Group ‘M’

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

a. Duties and Responsibilities

Duties and responsibilities at this level will entail: Conducting studies on classification of urban areas: preparing draft regulations on urbanization and urban development; finalizing draft designs and presiding over site meetings for projects and programmes on transport, water, sanitation, solid waste, fire disaster, strategic urban development plans, strategic economic infrastructure, security lighting and other related infrastructure on urban development; drafting proposals for review of urban regulations; conducting site inspections on urban projects and programmes; conducting training to counties and urban boards on matters of urbanization and urban development; drafting development standards and guidelines for projects and programmes; conducting sensitization workshops; collecting, collating, analyzing and managing of information on urbanization and urban development; conducting research on urbanization and urban related issues; and collecting and analysing data for urban observatory and data bank

b. Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Physical Planning Officer, Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management , Quantity survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology, or equivalent qualifications from a recognized institution:
- (iii) Be a registered/member of a relevant professional body where applicable; and
- (iv) Shown merit and ability as reflected in work performance and results.

V/No. 35/2018

Superintending Architect, Job Group 'M', One (1) post

Salary Scale: : Kshs.44, 750 - 59,860 p.m.

Superintending Architect, Job Group 'M'

a. Duties and Responsibilities

Duties and responsibilities at this level will entail; conducting studies on classification of urban areas: preparation of landscape designs; controlling activities on sites; supervision of landscape layout and elements; preparation of specifications and preliminary estimates of landscape works in liaison with other design team members; and selection of appropriate decorative ornamental elements.

b. Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Architect I, Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management,

Quantity survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology, or equivalent qualifications from a recognized institution;

(iii) Be registered/member of a relevant professional body where applicable; and

(iv) Shown merit and ability as reflected in work performance and results.

V/No. 36/2018

SUPERINTENDING QUANTITY SURVEYOR, (URBAN DEVELOPMENT) JOB GROUP 'M', TWO (2) POSTS

Salary Scale: Kshs. 44, 750 -59,860 p.m.

Superintending Quantity Surveyor, (Urban Development) Job Group 'M'

The duties and responsibilities urban function shall cut across urban development, urban management and urban infrastructure and services.

a. Duties and Responsibilities

Duties and responsibilities at this level will entail: preparation of estimates, bills of quantities; monthly valuations on site, site re-measurements, and preparation of variations orders and final accounts involving the implementation of development projects for various government agencies; carry out cost analysis and cost planning from already completed projects; administration and supervision of staff working under him/her.

b. Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) Served in the grade of Quantity Surveyor I, Job Group 'L' or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- (ii) Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management , Quantity survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, Mathematics/Statistics/Economics, Sociology, or equivalent qualifications from a recognized institution:
- (iii) Be a registered/member of a relevant professional body where applicable; and
- (iv) Shown merit and ability as reflected in work performance and results.