



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF TURKANA



COUNTY PUBLIC SERVICE BOARD

Turkana County Public Service Board invites applications from competent and qualified persons to fill the following advertised positions supported by UNHCR - KISED

REF: TUR/ CPSB/108/2024/2025: ENVIRONMENT AND ENERGY OFFICER, Job Group "R", One Post (1)

Duties and Responsibilities

The duties and responsibilities of an Environment officer include the following:

- i. Developing, implementing, and maintaining environmental management systems to ensure compliance with relevant laws and regulations.
- ii. Conducting environmental assessments and audits, including air and water quality monitoring, waste management, and soil contamination assessments.
- iii. Developing and implementing environmental policies and procedures, including waste management plans, energy conservation plans, and pollution prevention programs.
- iv. Monitoring and reporting on environmental performance, including tracking energy and water usage, waste reduction efforts and other environmental metrics.
- v. Coordinating and collaborating with other departments and external stakeholders, such as regulatory agencies, to ensure compliance with environmental regulations and laws.
- vi. Educating and training employees, contractors, and other stakeholders on environmental issues and best practices.
- vii. Investigating and addressing environmental complaints, violations, and incidents.
- viii. Providing guidance and support for environmental impact assessments, permit applications, and other regulatory requirements.
- ix. Keeping updated with changes in environmental laws and regulations and ensuring that the organization complies with new regulations.
- x. Managing and monitoring major projects' environmental impacts and supporting project managers.
- xi. Participating in emergency response activities, such as spills and other environmental incidents.
- xii. Communicating regularly with management and other stakeholders, providing environmental performance and compliance updates
- xiii. Participating in collection, collation and analysis of data on renewable energy activities;
- xiv. Participating in renewable energy technologies, energy efficiency and conservation demonstrations and extension activities,
- xv. Participating in preparation of technical reports;
- xvi. Disseminating renewable energy information; and
- xvii. Promoting renewable energy technologies.



xviii. Perform any other duty assigned from time to time.

Requirements for Appointment

- i. Bachelor's Degree in Environmental Science and related fields, project planning or any other development related fields;
- ii. Masters in the same fields will be an added advantage;
- iii. Proficiency in computer application;
- iv. Attended Senior Management Course lasting not less than four (4) weeks or equivalent qualification from recognized institution;
- v. Certify chapter six (6) of the Constitution;
- vi. Demonstrate a thorough understanding for county goals, policies, objectives and the ability to relate them to the administration function.

**REF: TUR/ CPSB/109/2024/2025 ENTREPRENEURSHIP AND ECONOMIC
INCLUSION OFFICER, Job Group "R", One Post (1)**

The Entrepreneurship and Economic inclusion Officer will be responsible for and support effective systems building and ensuring equitable services delivery for refugees and host communities in Kakuma integrated Socio economic Development Plan (KISED - II)

Duties and Responsibilities

- i. Direction of economic planning function or production of statistical data in line with the KISED II;
- ii. Coordination and formulation of KISED for collation and presentation of statistical data in the form of survey reports;
- iii. Preparation of county development plans and coordination of county position on economic subjects;
- iv. Monitoring and evaluation of policies and programmes;
- v. Planning and management of refugees and host communities, projection of refugee and host community's needs, population surveys and compilation of data for planning and social services, refugees and host communities surveys;
- vi. Assisting in collection, collation, processing and administration of statistical data in accordance with the statistical Act;
- vii. Formulating coordinated strategies, policies and programmes for the harmonious development of the economic sectors, carrying out studies and research, monitoring changes;
- viii. Supervising officers or projects in KISED II;
- ix. Perform any other duty assigned from time to time.

Requirements for Appointment

For appointment to grade of Entrepreneurship and Economic inclusion officer must have:-

- i. A minimum of an Upper Second Class Honours degree in Economics or Economics and Mathematics or Economics and Statistics from recognized University;
- ii. A minimum of an upper Second Class Honours degree in any of the subjects enumerated at (i) above with biased towards computer science, operations, research, survey Techniques from a recognized University;
- iii. A minimum of an upper Second Class Honours degree in Statistics with appropriate specialization from recognized University;



- iv. A postgraduate Bachelor of philosophy degree in Economics or a post graduate diploma or Masters degree in subject enumerated at (i) – (iii) above.

**REF: TUR/ CPSB/110/2024/2025 EDUCATION SPORTS AND SOCIAL
PROTECTION OFFICER, Job Group "R", One Post (1)**

The overall responsibility of the Education Sports and Social Protection Officer is to technically lead and oversee social protection work in an Economic Inclusion and Social Protection under KISED P II, the Education Sports and Social Protection Officer is to provide strategic and technical contribution in the day to day implementation to ensure sound deliverables of all social protection tasks within the project context and design and closely work with other relevant institution to enhance programmatic integration and complementarities.

Duties and Responsibilities

- i. Implementing Education laws, policies and regulations;
- ii. Implementing approved education and sports development plans, strategies, and council decisions;
- iii. Providing technical and professional advice and organizing and facilitating teachers' training programmes;
- iv. Coordinating school inspection and sports programmes and maintaining an updated teachers' personnel data bank;
- v. Support to engage networks and stakeholders across programs and partners to conduct an assessment to determine the opportunities and challenges around refugees and host communities' access and right to work;
- vi. Contribute and support the production of communication materials to support in dissemination of findings from the assessment/or advocacy for refugees' and host communities access to work and provide refugees and host communities platform to share their experience and solution;
- vii. Support to conduct a rapid assessment of barriers and opportunities for refugees 'and host communities' access services;
- viii. Support the launch of campaign to raise awareness of refugees' and host communities rights and ways to access social protection schemes;
- ix. Promote sector learning and knowledge management in the protection as linked to social protection through collating findings/ information collected from the field as well as routine monitoring to draw lessons;
- x. Contribute in design and development of sector concept notes and proposals;
- xi. Submit timely and high-quality activity and donor and internal progress reports;
- xii. Lead social protection sector in project kick-off, review and project closure meetings including periodic program review and planning meetings and external meetings as often and as requested by the supervisor;
- xiii. Conduct progressive protection monitoring and follow ups to check on progress of target communities and individuals with various individual protection;
- xiv. Contribute to develop and maintain effective working relationships with all stakeholders, including urban refugee and host community members and leaders, NGOs, UN agencies and coordination on response activities;
- xv. Actively participate and maintain a strong working relationship with social protection cluster and related working groups to support the provision of quality services to persons of concern;
- xvi. Experience working and knowledge in urban displacement responses and in multi-sectoral interventions including working with diverse communities and
- xvii. Perform any other duty assigned from time to time.



Requirements for Appointment

- i. Bachelor's Degree in Social Sciences and related fields, project planning or any other development related fields.
- ii. Masters in the same fields is an added advantage.
- iii. Proficiency in computer application;
- iv. Attended Senior Management Course lasting not less than four (4) weeks or equivalent qualification from recognized institution;
- v. Certify chapter six (6) of the Constitution;
- vi. Demonstrate a thorough understanding for county goals, policies, objectives and the ability to relate them to the administration function.

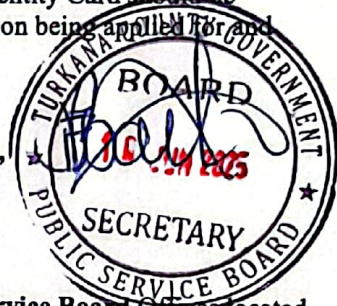
Details of the Job Description and Job Requirements are available at www.turkana.go.ke and www.nca.go.ke

HOW TO APPLY

Written applications, CV's, copies of Certificates, Testimonials and Identity Card should be submitted in a sealed envelope clearly marked on the left side the position being applied for and addressed to:

The Secretary,
Turkana County Public Service Board,
P.O. BOX 05, Lodwar, – 30500.

OR



Delivered by hand at the reception desk at Turkana County Public Service Board Offices located along Nawoitong road opposite Lodwar Club located off Kitale –Lodwar highway so as to reach the undersigned on or before **Monday 7th July, 2025** by 5.00pm (East African Time).

Important information to all candidates;

- ❖ Only shortlisted candidates will be contacted
- ❖ Candidates with foreign certificates should seek for equation certification from Commission of University Education
- ❖ Any form of canvassing or lobbying will lead to automatic disqualification

N/B Youth, Women and Persons Living with disability (PWDs) are encouraged to apply