



MANDERA COUNTY GOVERNMENT

COUNTY PUBLIC SERVICE BOARD

P.O. Box 356-70300, MANDERA



DATE: 24th February, 2025

VACANCY ANNOUNCEMENT

Mandera County Public Service Board wishes to recruit competent and qualified persons to fill the following vacant positions in the various County Departments as listed below: -

DEPARTMENT OF HEALTH SERVICE

1. MEDICAL LABORATORY TECHNOLOGIST III, TWENTY-FIVE (25) POSTS

REF: MCPSB /MOH/2025/02/01

Remuneration- Consolidated amount of Ksh. 50,000 per month

Contract Terms of Service of Three (3) Years

Duties and responsibilities

- Offering general diagnostic or other laboratory services in a medical laboratory.
- Offering blood transfusion services.
- Mentoring and coaching of student on attachment.
- Performing administrative duties.
- Any other as may be assigned from time to time.

Requirements for Appointment

- Holder of a Diploma in Medical Laboratory Sciences from Kenya Medical Training College or any other Institution recognized by the Kenya Medical Laboratory Technicians and Technologists Board.
- Be registered by the Kenya Medical Laboratory Technicians and Technologists Board as a Registered Medical Laboratory Technologists.
- Other requirements as per Scheme of Service for Medical Laboratory Technologists.
- At least one-year experience in a busy hospital.
- Computer skills will be added advantage

DEPARTMENT OF REVENUE SERVICES

2. REVENUE CLERKS, SEVENTY-THREE (73) POSTS JG “E”

REF: MCPSB /MOF/2025/02/02

Terms of service –permanent and pensionable

Duties and Responsibilities

- Provide Information about fees, charges and payment options
- Process and file documents related to revenue collection, including receipts and payment confirmation
- Ensure all documentation is compliant with relevant policies and procedures
- Assist customers with inquiries regarding revenue services and process
- Collection of market cess and other revenues.
- Analyze data to identify trends and areas of improvement in revenue collections
- Maintain up to date records
- Generate daily, weekly and monthly reports on revenue collection.

- Banking of revenue collection on daily basis.
- Surrendering of collections to receiving cashier on daily basis.
- Ensure receipts books are surrendered after completion.
- Perform any other duties that may be assigned by the supervisor.

Requirements for Appointment

- Be a citizen of Kenya
- Must Possess a minimum qualification of 'D +' (Plus) in the Kenya Certificate of Secondary Education (KCSE) examination.
- Be a holder of certificate in any field preferably related to finance, Administration or any other social science courses from recognized institution.
- Served for at least one (1) year as revenue collector in a busy department either private or public sector.
- Must be physically and medically fit.
- Have no criminal record or pending criminal charges.
- Excellent organizational and time management abilities
- Strong problem solving skill
- Certificate in computer application

DEPARTMENT OF ICT & E-GOVERNMENT

3. INFORMATION COMMUNICATION TECHNOLOGY OFFICER II/FIBER TECHNICIAN, JOB GROUP 'J' TWO (2) POSTS

REF: MCPSB /MOF/2025/02/03

Terms of service –permanent and pensionable

Duties and Responsibilities

- Installation and maintenance of a Fiber Optics FTTH network
- Install, repair and resolve fiber optic systems and ensure that they work properly
- Take care of fiber splicing and rectify fiber optic problem areas
- Splice and Terminate SM fiber
- Perform basic to complex installation, troubleshooting & repair of fiber systems under minimal supervision
- Access the fiber optic splice enclosure and splice the necessary fibers directly from a bucket truck
- Perform fiber tests: OTDR, power meter/laser source, and scopes.
- Prep, tray, and splice fiber optic cable ranging from single fiber to large counts as well as perform ring cuts when needed
- Install demarcation enclosures, switches and other telecom equipment
- Fiber optic test and troubleshooting abilities
- Monitor, communicate and perform corrective actions to fix problems affecting any fiber or fiber related equipment
- Prep cable, splicing, connectors, installation of fiber optic cabinets
- Troubleshoot, diagnose, repair and/or install fiber-based services

Requirements for Appointment

- Diploma in any of the following fields: Computer Science/Information Communication Technology, Electrical/Electronic Engineering, Mathematics, Physics or other ICT related disciplines with a bias in computer science from a recognized institution.

- Relevant Professional certification from a recognized institution
- Be a Kenyan Citizen;
- Recent Fiber Installation - Pulling/Terminating fiber cabling experience.
- Fusion splicing/terminations
- Ability to read splicing matrix and design drawings
- Cable prep/single and mass fusion splicing and termination abilities
- Fiber optic test and troubleshooting abilities

4. INFORMATION COMMUNICATION TECHNOLOGY OFFICER I/SYSTEM DEVELOPER, JOB GROUP 'K' ONE (1) POST

REF: MCPSB /MOF/2025/02/04

Terms of service –permanent and pensionable

Duties and Responsibilities

- Monitor network performance and troubleshoot problem areas as needed to identify and remedy network performance bottlenecks;
- Carryout program testing (Unit testing, Integrated testing and acceptance testing) to correct errors during programming;
- Develop new user facing features
- Enhance application for maximum speed and scalability
- Collaborate with team members, product owners and other stakeholders in translating business needs to actual code.
- Assure that all user input is validated before submitting to back-end.
- Bridge the gap between graphic design and technical implementation
- Assist other frontend and backend developers with debugging and troubleshooting
- Translate UI/UX design wireframes and mockups to actual code and features.
- Maintain code quality, implement code linters and add unit tests for code implementations.
- Collaborate with other team members and internal and external dependencies to resolve both technical and non-technical blockers.
- Liaise with the DevOps engineers in creating, implementing and troubleshooting CI/CD pipelines for web applications.
- Documenting feature implementation, releases and workflows.
- Stay up-to-date on emerging technologies
- Promote usability best practices

Requirements for Appointment

- Bachelor's degree in any of the following fields: Computer Science/Information Communication Technology, Electrical/Electronic Engineering, Mathematics, Physics or other ICT related disciplines with a bias in computer science from a recognized institution.
- Experience with Scrum/Agile development methodologies for a minimum period of at least two (2) years.
- Relevant Professional certification from a recognized institution;
- Technical knowledge in ICT Infrastructure and software development
- Good understand of Node Js and Web pack configurations
- Proficient understanding of web markup, including HTML5, CSS3
- Expert level understanding of JavaScript programming language
- Basic understanding of server-side CSS pre-processing platforms, such as LESS and SASS

- Familiarity with CI/CD using Circle CI, TravisCI, Jenkins e.t.c
- Proficient understanding of cross-browser compatibility issues and ways to work around them.
- Yearn to learn new technology stacks and accept that learning is forever
- Have an ability to prioritize and handle multiple tasks competently
- Ability to work independently with minimal supervision

HOW TO APPLY

Interested applicant should fill in Mandera County employment application form and attach copies of Certificates, Testimonials and Identity card. The Form can be downloaded from Mandera County Website [*www.mandera.go.ke*](http://www.mandera.go.ke) or obtained from Mandera County Public Service Board office.

No online application will be accepted. Mandera County Public Service Board is an equal opportunity employer and corruption free entity.

Incomplete application form will not be accepted and giving false information in the application form will lead to automatic disqualification. The Board will not accept any other form of application except Mandera County Government employments application form.

Applications should reach the County Public Service Board on or before **10th, March, 2025** at 4.00pm.

Application should be submitted in a sealed envelope clearly marked on the left side the position applied for and vacancy number and;

Addressed to:
The Secretary,
Mandera County Public Service Board,
P.O. Box 356-70300, Mandera