



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF BUSIA
COUNTY PUBLIC SERVICE BOARD
P.O. BOX 1103 – 50400



ADVERTISEMENT

Pursuant to **Section 5 (3)** of the Busia County Trade Development Revolving Fund Act, 2016, and Regulation 3 of the Busia County Trade Development Revolving Fund Regulations 2019, the **County Public Service Board, Busia**, invites applications from suitably qualified Kenyans to fill five (5) positions of Busia County Trade Development Loans Board Member on a **three (3) year Contract** (renewable once) as follows:

S/NO	DESIGNATION	NO. OF POSTS	ADVERT NO.
1.	BOARD MEMBER – BUSIA COUNTY TRADE DEVELOPMENT LOANS BOARD	5	CPSB/112/2023
	TOTAL	5	

BOARD MEMBER, BUSIA COUNTY TRADE DEVELOPMENT LOANS BOARD - FIVE (5) POSITIONS, ADVERT NO: CPSB/112/2023.

The functions of the Board shall be: -

- Considering and approving loan applications submitted from Small and Micro Enterprise owners in Busia County
- Ensuring timely and efficient disbursement of funds to Small and Micro Enterprise owners in Busia County;
- Ensuring efficient management of the Busia County Trade Development Revolving Fund;
- Receiving and considering annual reports and returns from beneficiaries/loanees of the Fund;
- Facilitating capacity development of Small and Micro enterprise owners in Busia County;
- Receiving and addressing complaints and disputes and taking any action as may be appropriate;
- Performing any other function in furtherance of the objects of the Busia County Trade Development Revolving Fund Act, 2016 or as may from time to time be assigned by the Executive Member.

REQUIREMENTS FOR APPOINTMENT

For appointment to the Board, one must;

- Be a Kenyan Citizen who ordinarily resides or carries on business in the County
- Have been so resident or carrying on business for a period of at least five (5) years immediately preceding the application
- Possess qualifications and is knowledgeable in social sciences, and
- Possess knowledge and experience of at least two (2) years in matters relating to Trade Development, Public Finance Management and or Public Administration

- Meet the requirements of Chapter Six of the Constitution

HOW TO APPLY

All applicants should submit their applications with a cover letter together with copies of their detailed curriculum vitae with names, address and telephone contacts, academic and professional certificates, testimonials, national identity card and any other supporting documents to **the County Public Service Board – PORT VICTORIA PLAZA on or before 8TH DECEMBER, 2023 at 5.00 p.m.**

Applications should be addressed to:

**The Secretary/CEO,
County Public Service Board,
County Government of Busia,
P.O Box 1103- 50400,
Busia.**

The County Government of Busia is an equal opportunity employer, women, youth, and people living with disability are encouraged to apply.

ALL FORMS OF CANVASSING WILL LEAD TO AUTOMATIC DISQUALIFICATION.

**Truphenah E. Akide
Secretary/CEO
County Public Service Board**