



**COUNTY GOVERNMENT OF BUSIA  
OFFICE OF THE COUNTY SECRETARY & HEAD  
OF PUBLIC SERVICE**

P.O. BOX PRIVATE BAG – 50400  
BUSIA, KENYA

Email: [countysecretary@busiacounty.go.ke](mailto:countysecretary@busiacounty.go.ke)



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## CALL FOR APPLICATIONS

### **APPOINTMENT OF THE CHAIRPERSON AND MEMBERS OF THE SELECTION PANEL FOR THE RECRUITMENT OF MEMBERS OF THE BUSIA COUNTY PUBLIC SERVICE BOARD**

*(Pursuant to Section 58A of the County Governments Act, Cap 265 Laws of Kenya (as amended in 2020))*

WHEREAS the term of office of Two (2) Members of the Busia County Public Service Board is due to expire;

AND WHEREAS the County Government of Busia wishes to initiate a competitive recruitment process for the said positions to ensure smooth transition and proper succession planning;

NOW THEREFORE, pursuant to Section 58A of the County Governments Act, the Governor of Busia County invites applications from suitably qualified persons to serve as **Chairperson and Members of the Selection Panel** for the purpose of recruiting Members of the Busia County Public Service Board.

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## COMPOSITION OF THE SELECTION PANEL

The Selection Panel shall comprise the following persons:

- a) A Chairperson (who is not a public officer)
  - b) One (1) person from the private sector
  - c) An Advocate of the High Court of Kenya and a member of the Law Society of Kenya (LSK)
  - d) An Accountant who is a member of the Institute of Certified Public Accountants of Kenya (ICPAK)
  - e) One (1) person representing workers' associations
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## **APPLICATION REQUIREMENTS**

Applicants should submit:

- Application letter
- Detailed Curriculum Vitae
- Copies of academic and professional certificates
- Testimonials
- Copy of National ID/Passport
- Any other relevant supporting documents

Applications should be clearly marked:

**“APPLICATION FOR APPOINTMENT AS CHAIRPERSON/MEMBER OF THE SELECTION PANEL FOR THE RECRUITMENT OF MEMBERS OF THE BUSIA COUNTY PUBLIC SERVICE BOARD”**

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## **SUBMISSION DETAILS**

Applications should be addressed to:

**THE COUNTY SECRETARY & HEAD OF PUBLIC SERVICE**  
County Government of Busia  
P.O. BOX PRIVATE BAG – 50400  
BUSIA, KENYA

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## **IMPORTANT NOTES**

1. All applicants must meet the requirements of Chapter Six of the Constitution of Kenya and provide clearance certificates from:
  - Higher Education Loans Board (HELB)
  - Kenya Revenue Authority (KRA)
  - Ethics and Anti-Corruption Commission (EACC)
  - Directorate of Criminal Investigations (DCI) – Certificate of Good Conduct
2. Only shortlisted candidates will be contacted and forwarded to the County Assembly for vetting and approval.
3. The County Government of Busia is an equal opportunity employer. Women, youth, minorities, and persons living with disabilities are encouraged to apply.
4. Remuneration and benefits shall be as determined by the Salaries and Remuneration Commission (SRC).

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**APPLICATION DEADLINE**

All applications must be received **within fourteen (14) days from the date of this advertisement**, on or before 4th May 2026 at **5:00 PM**.

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**THE COUNTY SECRETARY & HEAD OF PUBLIC SERVICE  
COUNTY GOVERNMENT OF BUSIA**