The County Government of Meru wishes to recruit competent and qualified persons to fill the following vacancies as per the Constitution of Kenya 2010 and the County Government Act of 2012.

**SUPPORT STAFF**

County Government of Meru is recruiting support staff on one year contract for the purpose of general and routine work for efficient and effective delivery of services.

1) **CLEANERS (305) Age Limit 25-45 years**

**Duties and Responsibilities**

Duties includes but not limited to the following;

- i. Undertaking cleaning in areas of deployment
- ii. Performing messengerial duties
- iii. Preparing refreshments and washing utensils
- iv. Assist in dissemination of information on waste management
- v. Undertaking any other duty as assigned by the supervisor

2) **LOADERS (45) Age Limit 25-45 years**

**Duties and Responsibilities**

Duties include but not limited to the following;

- i. Assist in dissemination of information on waste management
- ii. Load waste from designated collection points
- iii. Off load waste in dump sites
- iv. Assist identification of defaulters of conservancy fee
v. Assist in Identification of illegal dump sites within the County
vi. Undertaking any other duties as assigned by the supervisor

3) NIGHT GUARDS (45) Age Limit 30-50 years

Duties and Responsibilities
Duties include but not limited to the following;
   i. Guard county office premises against theft or destruction
   ii. Monitor any entry or exit of persons and vehicles within the county Government premises
   iii. Carry out security checks in buildings
   iv. Complete day to day log showing building and window checks
   v. Noting security system(s) are functioning properly any acts of vandalism unlocked doors, suspected entries or malfunctions of security equipment.
   vi. Undertaking any other duties as assigned by the supervisor

4) GARDENERS (3) Age Limit 25-45 years

Duties and Responsibilities
Duties include but not limited to the following;
   i. Crop land preparation planting
   ii. Weed control,
   iii. Pest and disease control
   iv. Irrigation
   v. Compound cleaning, pruning and desuckering of perennial crops,
   vi. Nursery preparation and management
   vii. Farm produce harvesting
   viii. Undertaking any other duties as assigned by the supervisor

5) DAIRY ATTENDANT (2) Age Limit 25-45 years

Duties and Responsibilities
Duties includes but not limited to the following;
   i. Graze, cut and ferry fodder for livestock
ii. Milking, cleaning the livestock housing units

iii. Spraying against ectoparasites, deworming

iv. Milk delivery

v. Heat and sickness detection

i. Any other duties as assigned by the supervisor

QUALIFICATIONS

The following are the qualifications for the purpose of the positions:

i. Age limit as per listed category

ii. Kenya Certificate of Secondary Education (K.C.S.E) or its equivalent.

iii. Certificate of Good Conduct.

iv. A school leaving Certificate

Core Competencies:

a) Interpersonal skills

b) Team player

c) Integrity

NB:

i. Women and people living with disability are encouraged to apply and should clearly state the type of disability.

ii. Indicate the job applied for and the Ward you come from on the envelope

iii. Canvassing will lead to automatic disqualification.

Hand delivered applications should be dropped at the Meru County Public Service Board Offices situated at Ntara Place Building – 4th Floor.

How to apply

All applications should be submitted in a sealed envelope clearly marked on the left hand side the position you are applying for and addressed to:

The Secretary
County Public Service Board
P.O. Box 120-60200
Meru.

Important information to all applicants:

The applications should reach the Secretary on or before 23rd February, 2018

Only shortlisted candidates will be contacted.