



NAROK COUNTY PUBLIC SERVICE BOARD

ADVERTISEMENT FOR VACANT POSITIONS IN THE NAROK COUNTY PUBLIC SERVICE

The Narok County Public Service Board invites applications from qualified, competent and motivated individuals to fill the following positions, pursuant to the Constitution of Kenya 2010 and the County Government Act No. 17 of 2012, Section 59 (B).

DEPARTMENT OF LANDS, HOUSING, PHYSICAL PLANNING AND URBAN DEVELOPMENT (NAROK & KILGORIS MUNICIPALITIES)

PHYSICAL PLANNER, JOB GRADE CPSB 09 (JG 'K')

NO OF POSITIONS: Six (6)

TERMS OF SERVICE: Permanent And Pensionable

SALARY SCALE: CPSB 09: Ksh 39,700 X 1470 - 41,170 X 1,520 - 42,960 X 1,710 - 44,400 X 1,920 - 46,320 X 2,000 - 48,320 X 2,290 - 50,610 X 2,350 - 52,960 per month

Duties and Responsibilities:

This is the entry and training grade for this cadre. An officer will serve under the supervision and guidance of a senior officer.

Duties will include:

- Preparing physical development plans
- Undertaking feasibility studies on physical, social, economic and environmental characteristics
- Implementing physical plans for national, regional, urban areas and cities
- Processing development applications
- Maintaining physical planning records

Requirements for Appointment:

For appointment to this grade, a candidate must have:-

- I. Bachelor's degree in any of the following disciplines: - Urban and Regional Planning, Urban Planning or Town Planning from a recognized institution.
- II. Be a member of at least one of the following professional bodies:-
 - Kenya Institute of Planners (KIP)
 - Architectural Association of Kenya - Town Planning Chapter (AAK)
 - Town and County Planners Association of Kenya (TCPAK)
- III. Have a certificate in computer applications from a recognized institution.

Application Procedure:

Applicants who meet the above requirements should fill out the **application form NRK-CPSB (3) (REVISED 2025)** available on Narok County Government website: <http://www.narok.go.ke>.

The completed application form, together with the following documents should be emailed to recruitment@narok.go.ke on or before **4th June 2025 by 5:00p.m**(East African Time):

- I. Curriculum Vitae
- II. Copy of National Identity Card or Passport
- III. Academic and Professional Certificates
- IV. Testimonials
- V. Any other relevant supporting documents

Important Notes:

1. All sections of the application form must be completed.
2. Only shortlisted and qualified candidates will be contacted.
3. Canvassing in any form will lead to automatic disqualification.
4. Presenting fake certificates or documents is a criminal offence.

Equal Opportunity:

The Narok County Public Service Board is an equal opportunity employer. **Persons with disabilities, marginalized groups and minorities are encouraged to apply.**

Shortlisted Candidates Will Be Required to Present:

- I. Original National Identity Card
- II. Original Academic and Professional Certificates and Transcripts (certified by the issuing institutions)
- III. Valid clearances from the following bodies:
 - Kenya Revenue Authority (KRA)
 - Higher Education Loans Board (HELB)
 - A Registered Credit Reference Bureau (CRB)
 - Directorate of Criminal Investigations (DCI) – Police Clearance Certificate
 - Ethics and Anti-Corruption Commission (EACC) – Duly stamped self-declaration form

CEO/SECRETARY
NAROK COUNTY PUBLIC SERVICE BOARD