



# MINISTRY OF PUBLIC SERVICE AND HUMAN CAPITAL DEVELOPMENT

## DECLARATION OF A VACANCY

### **MEMBER, MINISTERIAL AUDIT COMMITTEE**

The Ministry of Public Service and Human Capital Development, seek to recruit the Members, Ministerial Audit Committee pursuant to Section 73 (5) of the Public Financial Management Act, 2012 and PFM Regulations, 2015 and the guidelines for establishment of Audit Committees in all Public entities vide Kenya Gazette Notice Vol. CXVIII-No. 40 of 15th April, 2016.

#### **Job Requirements**

For appointment to this position, a candidate must have:

- A degree in either Accounting, Finance, Auditing, Economics and Risk Management, procurement, Statistics, project Management or ICT from a University recognized in Kenya.
- Working experience of not less than 5 years;
- Be a member of a professional body and in good standing;
- Knowledge in Public Service/ Government operations;
- Be a person of integrity and in compliance requirements of chapter six of the constitution of Kenya 2010. Refer, Regulations 174 PFM Regulations, 2015 for details; and
- Experience in Risk Management will be an added advantage.

#### **Attributes**

- An independent proactive leader with confidence and integrity;
- A highly respectable person who possesses strong interpersonal skills ;and
- Available to develop and closely monitor the committee agenda.

#### **Other Requirements**

The applicant shall provide evidence of compliance with the requirements of Chapter Six of the Constitution of Kenya by presenting clearance certificates from the following bodies:

- Higher Education Loans Board (HELB);
- Kenya Revenue Authority;
- Ethics and Anti - Corruption Commission;
- Credit Reference Bureau; and
- Commission for University Education (for foreign degrees).

#### **Terms of Service**

The Member shall be engaged on contract for a period of three (3) years which may be extended subject to review of performance.

Applicants who meet the above requirements should submit their applications together with detailed curriculum Vitae, Copies of academic and professional certificates with, testimonials and National Identify Card to the address below or hand delivered to the **Human Resource Management (Services) Unit at Uchumi House 12<sup>th</sup> floor, Room 1201 on or before 16<sup>th</sup> December, 2024 at 5:00 p.m (East African Time)**

**The Cabinet Secretary  
Ministry of Public Service and  
Human Capital Development  
NAIROBI**