



**COUNTY GOVERNMENT OF NAKURU
COUNTY ASSEMBLY OF NAKURU
OFFICE OF THE
CLERK TO THE ASSEMBLY/CASB SECRETARY**

BOARD VACANCIES

CONTRACTUAL VACANCIES

The County Assembly Service board is a body corporate established by Section 12 of the County Government Act. The Board is inter-alia, mandated by law to constitute offices in the Assembly service. Consequently, the Board invites applications from suitably qualified Kenyans to fill the following vacant position on contractual basis.

ARTISAN I (MOTOR VEHICLE MECHANIC (1 POSITION - CONTRACTUAL)

CONSOLIDATED SALARY Kshs 30,000 PER MONTH.

(a) Duties and responsibilities will entail:-

- (i) Inspecting and testing vehicles; completing preventive maintenance such as, engine tune-ups, oil changes, tire rotation and changes, wheel balancing, and replacing filters;
- (ii) Maintaining vehicle functional condition by listening to operator complaints; conducting inspections; repairing engine failures; repairing mechanical malfunctions, replacing parts and components;
- (iii) Verifying vehicle serviceability by conducting test drives; adjusting controls and systems.
- (iv) preparing routine maintenance reports for motor vehicles;
- (v) filling appropriate documentation on each repair;
- (vi) Maintaining vehicle records by recording service and repairs.

(b) Requirements

- (i) Trade test grade I;
- (ii) Kenya Certificate of Secondary Education mean grade D-(minus) ;
- (iii) Valid driver's license;
- (iv) Proven three years' experience in automotive repair in a busy garage and/or institution
- (v) Knowledge of tools and equipments required to conduct repairs ;
- (vi) Ability to operate diagnostic tools required;
- (vii) good communication skills;

How to Apply

Application Letter, Curriculum Vitae, photocopies of relevant Academic and Professional Certificates/Registration licenses, National Identity Card or Passport, Testimonials and other relevant documents. Nakuru County residents should indicate their sub-county and ward of residence in the Curriculum Vitae.

Application should be submitted in a sealed envelope and addressed to:

**THE SECRETARY,
COUNTY ASSEMBLY SERVICE BOARD
P. O BOX 907 -201001,
NAKURU**

Applications can be submitted through either post or hand delivered to our offices at the **UGATUZI PLAZA (within Assembly precincts)** off George Morara Avenue. All applications should be submitted on or before **10th September 2020 by 5.00pm**. County Assembly of Nakuru is an equal opportunity employer. Youth, Women and Persons Living with Disabilities, Marginalized and Minority communities are encouraged to apply. **Canvassing in any form will lead to automatic disqualification.**

Only shortlisted candidates will be contacted. The shortlisted candidates will be required to provide copies of clearance certificates from the following Institutions as per the requirements of Chapter Six of the Constitution of Kenya 2010.

1. Directorate of Criminal Investigations Department (CID);
2. Kenya Revenue Authority (KRA);
3. Ethics and Anti-Corruption Commission (EACC);
4. Approved Credit Reference Bureau-CRB

**J.M. MALINDA
CLERK/SECRETARY COUNTY ASSEMBLY SERVICE BOARD**