



# REPUBLIC OF KENYA



## COUNTY GOVERNMENT OF BOMET

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### **NOTICE OF THE CONSTITUTION OF SOTIK MUNICIPAL BOARD**

Urban Areas and Cities Act, 2011 sets a framework for governance and management of urban areas and cities in Kenya. It clarifies the role and contribution of urban areas and cities in the development of national and county economies.

Pursuant to the provisions of Section 14 of the Urban Areas and Cities Act (Amendment) 2019, the County Government of Bomet invites applications from competent and qualified persons to serve as members of the Sotik Municipality Board. The members of the board shall hold office for five years on a part-time basis.

#### **The functions of the Board shall be to:**

- a) Oversee the affairs of the Municipality;
- b) Develop and adopt policies, plans, strategies, and programs, and set targets for delivery of services;
- c) Formulate and implement an integrated development plan;
- d) Control land use, land subdivision, land development, and manning by the public and private sectors for any purpose, as may be delegated by the county government;
- e) Promote and undertake infrastructural development and services within the Municipality as may be delegated by the County Government;
- f) Develop and manage schemes including site development in collaboration with the relevant national and county agencies;
- g) Maintain a comprehensive database and information system of the administration and provide public access thereto;
- h) Administer and regulate its internal affairs;
- i) Implement applicable national and county legislation;
- j) Enter into such contracts, partnerships, or joint ventures as it may consider necessary for the discharge of its functions under the Act or other written law;
- k) Monitor and where appropriate, regulate municipal services where those services are provided by service providers other than the Board of the Municipality;
- l) Prepare its budget for approval by the County Executive Committee and administer the budget as approved;
- m) Collect rates, taxes, levies, duties, fees and surcharges on fees the County Government has prescribed;
- n) Settle and implement tariffs, rates, and tax debt collection policies as delegated by the County Government;
- o) Monitor the impacts and effectiveness of any services, policies, programs or plans;

- p) Establish, implement, and monitor performance management systems;
- q) Promote a safe and healthy environment;
- r) Facilitate and regulate public transport, and
- s) Perform such other functions as may be delegated to it by the County Government or as may be provided for by any written law.

## **1. SOTIK MUNICIPALITY BOARD MEMBERS- THREE (3) POSTS**

Requirements for Appointment:

- a) Must be a Kenyan Citizen;
- b) holds at least a diploma from an institution recognized in Kenya; Having a degree is an added advantage;
- c) demonstrate capacity to offer Leadership;
- d) has a distinguished career in a medium-level management position in either the private or public sector;
- e) holds at least five years' post-qualification professional experience;
- f) satisfies the requirements of Chapter Six of the Constitution of Kenya;
- g) must be an ordinary resident and/or has a permanent dwelling in Sotik Municipality; and/or
- h) carries on business in Sotik Municipality for at least the immediate past five years.

**Applicants are to furnish the under listed office with their applications, copies of the following documents:**

- National identity card;
- Academic and professional certifications;
- Curriculum Vitae;

**Shortlisted Applicants will be expected to provide evidence of Clearances from;**

- i. Kenya Revenue Authority (KRA)
- ii. Directorate of Criminal Investigations (DCI)
- iii. Ethics and Anti-Corruption Authority (EACC)
- iv. Higher Education Loans Board (HELB)
- v. A reputable Credit Reference Bureau (CRB)

## **2. SOTIK MUNICIPALITY BOARD MEMBERS FOUR (4) POSTS**

The four members of the Board of a Municipality specified under subsection (2) (c) shall be nominated by the following registered associations respectively: –

- a) An umbrella body representing professional associations in Sotik Municipality
- b) An association representing the private sector in Sotik Municipality
- c) A cluster representing registered associations of the informal sector in Sotik Municipality; and
- d) A cluster representing registered neighborhood associations in Sotik Municipality.

### **Requirements for Appointment:**

- a) Must be a Kenyan Citizen;
- b) holds at least a diploma from an institution recognized in Kenya; Having a degree is an added advantage;
- c) demonstrate capacity to offer Leadership;
- d) has a distinguished career in a medium-level management position in either the private or public sector;
- e) holds at least five years' post-qualification professional experience;
- f) satisfies the requirements of Chapter Six of the Constitution of Kenya;
- g) must be an ordinary resident and/or has a permanent dwelling in Sotik Municipality; and/or
- h) carries on business in Sotik Municipality for at least the immediate past five years.

**All applicants under this category are expected to submit their applications with copies of the following documents:**

- National identity card;
- Academic and professional certifications;
- Curriculum Vitae;

**Shortlisted applicants will be expected to provide evidence of clearances from;**

- i. Kenya Revenue Authority (KRA)
- ii. Directorate of Criminal Investigations (DCI)
- iii. Ethics and Anti-Corruption Authority (EACC)
- iv. Higher Education Loans Committee (HELB)
- v. A reputable Credit Reference Bureau (CRB)

All Associations that will be participating in this process are expected to submit their nominees to the County Executive Committee Member Lands, Housing and Urban Planning; the submission must include the following:

- a) Signed minutes as evidence of a democratic process of nomination;
- b) Evidence of compliance with statutory obligations at the time of nomination; and
- c) Vetting form to establish that the nominee has complied with the prescribed criteria for appointment as a member of the board.
- d) A summary list of all applications received by the association for the purpose of the nomination. By way of this notice, all associations are advised to comply and offer their members the necessary assistance

Applications should reach the undersigned on or before **14<sup>th</sup> September 2023**

All written applications should be submitted in a sealed envelope clearly marked on the left side the positions being applied for, and addressed to the undersigned on or before 14th September, 2023.

Further details can be accessed through The Bomet County website. (<https://bomet.go.ke/>)

**The Governor,**

**Bomet County Government,**

**P. O Box 19-20400, BOMET**