



COUNTY ASSEMBLY OF MOMBASA

JOB VACANCY ADVERTISEMENT

The County Assembly Service Board in partnership with the Institute of Economic Affairs invites applications from suitable candidates to fill the following position:

FINANCE OFFICER I/ FISCAL ANALIST I, - JOB GRADE “N” – (1POSITION) (3 YEARS CONTRACT)

Job Description/ Requirements

- Collecting and collating health sector budgetary information from various sources for analysis and to enable drawing of insights for use by the CDOH and the Health Committee at the CA
- Track, analyze and support the County Executive (CE) and the CA in the formulation and implementation of health policies and legislations including analysis of County Integrated Development Plan (CIDP) and Annual Development Plan (ADP) in relation to annual budgets.
- Assist the CDOH in the development of annual work plans
- Support the CDOH in the use and interaction of health-related information and data to inform priority setting process for delivery of health services and the Health Committee to inform their oversight function
- Utilize data from IFMIS and other sources to develop a historical budget expenditure trend analysis database to support informed decision making and planning
- Analyze any health-related policy and bill submitted to the County Assembly and provide relevant advice
- Support the Health Committee in their interaction with health policies, plans and budget documents and in the generation of reports.
- Prepare analyses of specific issues, including risks posed by County Government policies and activities to guide the Assembly
- Maintain relevant fiscal statistics on the County Government’s revenue sources including equitable share, own source revenue, condition grants and any other as well and that on expenditure particularly for health but also for county government aggregate.

Qualifications, Experience and Competencies

- Master’s degree in economics, public finance, Public Administration, Health Economics, Law or any other related field
- At least 3 years’ experience working in the fields of PFM, budgeting, accounting or relevant areas
- Sound knowledge of devolved health service delivery architecture and generally national health policy, health system strengthening and development.
- Understanding of principles of equality, disability and social inclusion into health reforms
- Analytical and technical skills through demonstrate us of statistics and research methods, ability to perform quantitative analysis using Excel and/or other databases.

Application Criteria

Persons interested in filling the above positions should submit their applications accompanied with the following documents;

- i) Academic certificates and other testimonials;
- ii) KRA compliance certificate;
- iii) EACC Clearance
- iv) Clearance certificate from Higher Education Loans Board (HELB)
- v) Certificate of good conduct from Criminal Investigations Department(CID)
- vi) Clearance Certificate from Credit reference Bureau (CRB)
- vii) National Identity Card or passport, and
- viii) An up to date Curriculum Vitae

All applications should be submitted in sealed envelopes to reach the County Assembly Clerks office **on or before, Friday, 8th November 2024** at the address below:-

The Secretary
Mombasa County Assembly Service Board
P. O. Box 80438-80100
Mombasa

The Mombasa County Assembly Service Board is an equal opportunity employer, and women, the youth and persons with disabilities who meet the specified requirements are encouraged to apply.

- Any form of canvassing will lead to immediate disqualification.
- Only shortlisted candidates shall be contacted via their mobile phones.

Interested candidates are advised to visit our website www.mombasaassembly.go.ke for more details.

Salim Juma
CLERK
COUNTY ASSEMBLY OF MOMBASA

