Our Vision

"A citizen-centric public service"

Our Mission

"To reform and transform the public service for efficient and effective service delivery"

VACANT POSITIONS IN THE MINISTRY OF INFORMATION, COMMUNICATION AND THE DIGITAL ECONOMY- STATE DEPARTMENT FOR ICT AND DIGITAL ECONOMY

Applications are invited from qualified persons for the position shown below.

Interested and qualified persons are requested to make their applications **ONLINE** through the Commission website: **www.publicservice.go.ke** or jobs portal: **www.psckjobs.go.ke**

Please Note:

(i)   Applicants should provide all the details requested for in the advertisement. It is an offence to include incorrect information in the application. Details of academic and professional certificates not obtained by closure of the advert should not be included.

(ii) Only shortlisted and successful applicants will be contacted.

(iii) Canvassing in any form will lead to automatic disqualification.

(iv) The Public Service Commission is committed to implementing the provisions of the Constitution - Chapter 232 (1) on fair competition and merit, representation of Kenya's diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **THEREFORE, PEOPLE WITH DISABILITIES, THE MARGINALIZED AND THE MINORITIES ARE ENCOURAGED TO APPLY.**

(v)   **Shortlisted candidates** shall be required to produce **originals** of their National Identity Card, academic and professional certificates and transcripts during interviews.

(vi) It is a criminal offence to present fake certificates/documents.

Applications should reach the Commission **on or before 4ᵗʰ February, 20245 (Latest 5 pm East African Time).**

INFORMATION, COMMUNICATION AND TECHNOLOGY ASSISTANT III- TWO HUNDRED AND NINETY (290) POSTS –V/NO. 1/2025

Basic Salary Scale:	Ksh. 28, 620 – Ksh. 37,100 p.m.	(CSG 12)
House Allowance:	Ksh 6,750 p.m.	
Commuter Allowance:	As provided in the Civil Service	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

For appointment to this grade, a candidate must have a Diploma in any of the following fields:- Computer Science, Information Communication Technology, Information Technology, Computer Engineering, Electronical Engineering, Electronic Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science, Telecommunications Engineering, Cyber Security or equivalent qualification from a recognized Institution.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include:-

(i)   implementing ICT policies, strategies, regulations, standards and guidelines;

(ii)   collecting ICT operational data;

(iii)   installing and configuring ICT end user devices;

(iv)   installing, updating and configuring operating systems and operations;

(v)   troubleshooting, diagnosing and solving network, software and hardware problems;

(vi)   repairing and maintaining ICT equipment and associated peripherals; and

(vii) monitoring the performance of ICT equipment

SECERTARY/CEO
PUBLIC SREVICE COMMISSION