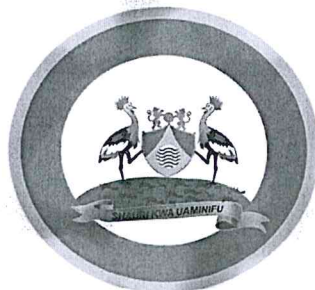


GOVERNMENT OF NAIROBI CITY COUNTY



THE NAIROBI CITY COUNTY ASSEMBLY

OFFICE OF THE CLERK

SECOND ASSEMBLY-FOURTH SESSION

NBI CA. PLC. 2020 / (005)

19th february, 2020.

PAPER LAID

Pursuant to Standing Order 47 (2) I beg to lay the following Paper on the Table of the Assembly, today Wednesday 19th February, 2020.

THE REPORT OF INTERVIEW FOR THE POST OF FOURTH AND FIFTH BOARD MEMBERS OF THE NAIROBI CITY COUNTY ASSEMBLY SERVICE BOARD.

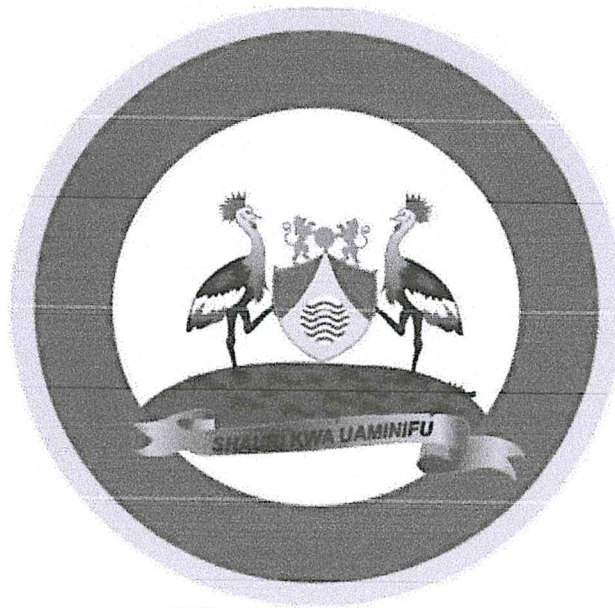
(Chairperson, County Assembly Service Board)

Copies to:
The Speaker
The Clerk
Hansard Editor
Hansard Reporters
The Press

Approved
Blaw
19/2/2020

Paper laid
19/2/2020
8 PM
@Amuro

NAIROBI CITY COUNTY ASSEMBLY



COUNTY ASSEMBLY SERVICE BOARD

REPORT OF INTERVIEW FOR THE POST OF FOURTH AND FIFTH BOARD MEMBERS OF THE NAIROBI CITY COUNTY ASSEMBLY BOARD

JANUARY, 2020

Approved
Blair
19/2/2020

For
Hkam
RO.
Hkam

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CHAPTER ONE

1.0 INTRODUCTION

1.1 Preamble

This report contains the results of the interviews for the post of the fourth and fifth members of the Nairobi City County Assembly Service Board.

1.2 Background

These positions were advertised on three different advertisement both on the Assembly website and the Newspapers inviting qualified applicants to apply for the position of external Board Member of the Nairobi City County Assembly Service Board. The first advertisement was posted in the Standard and Star Newspapers on Tuesday 10th July, 2018 and Thursday 12th July, 2018 respectively. The second advertisement was posted in the Standard and Star Newspapers on Thursday 29th November, 2018. The third advertisement was posted in the Daily Nation and Standard Newspaper on Thursday 31st October, 2019.

The short-listing exercise had been undertaken earlier by a different team from 8th to 10th January 2020 and report of the same forwarded on 15th January 2020 to the Ag. Clerk of the Nairobi City County Assembly.

The Secretariat, on behalf of the Board invited four officers, three from public service Institutions and one from the private sector to constitute the Interview Panel.

1.3 Composition of Interview Panel

The interview panel consisted of the following officers:

Panelist 1	Mr Simon M. Angote, OGW	Chairman
Panelist 2	Ms Margaret W. Kamoni	Member
Panelist 3	Ms Maureen Onyango	Member
Secretariat	Ms Eunice Khanaga	

1.4 Interview Preparation

The panelists held a preparatory meeting to develop an interview instrument. The panelists prepared questions on specific areas with suggested answers that guided the

scoring to ensure objectivity. Each panelist was expected to score each candidate on all the questions. The tool has been attached as *Appendix I: Interview Tool*

1.5 Interview date

The interviews were held on Thursday, 23rd January, 2020 at the Windsor Golf Hotel and Country Club.

1.6 Post for which candidates were interviewed were fourth and fifth Members of the County Assembly Service Board.

1.7 Requirements for Appointment to the positions that candidates appeared for interview

The Advertisement stipulated specific requirements for appointment as indicated below: For appointment to the position of Member County Assembly Service Board, the requirements were in accordance with Chapter 6 of the Constitution on Leadership and Integrity, County Governments Act 2012, and the need for one to have five years of experience in public affairs, viz:

- Citizenship
- Degree qualification from a recognized institution;
- 5 years working experience in public affairs;
- Meet requirements of Chapter Six of CoK



CHAPTER TWO

2.0 INTERVIEWS

2.1 Preamble

The interviews were conducted at the Windsor Golf Hotel and Country Club, Kiambu County on 23rd January, 2020. Each candidate was issued with a sheet for capture of information regarding personal details including Name, Identify Card Number, Work History and Clearance Certificates to show compliance with requirements of Chapter Six of the Constitution before being ushered into the interview room. The Panelists checked each individual application and verified the qualifications against original certificates and testimonials presented by the candidates.

Only seven (7) out of the eleven (11) shortlisted candidates appeared for the interview.

The details of shortlisted candidates are provided in *Appendix II*.

2.2 Ranking

The candidates were interviewed, scored and ranked based on their performance according to job requirements and specification in line with the Interview tool.

The ranking for the candidates for the positions is as shown below:

TABLE 1 : OVERALL INTERVIEW RESULTS FOR THE FOURTH AND FIFTH MEMBERS OF THE NAIROBI CITY COUNTY ASSEMBLY BOARD

S/ No	NAME OF CANDIDATE	GENDE R	ID NO	AGE (yrs)	SUB COUNTY	% SCORES BY PANELISTS			TOTAL	AVERA GE	RANKI NG
						1	2	3			
1.	Fatuma Aden Affey (Dr)	F	10116795	48	Lang'ata	86	87	90	263	88	1
2.	Willis Okelo Oluoch	M	28206212	32	Rongo	75	77	79	231	77	2
3.	Abdalla Mohammed Abdalla	M	P/Port BK011993	68	Lang'ata	71	70	79	220	73	3
4.	Agnes Waithera Ibara	F	24548765	32	Mbeere	61	71	75	207	69	4

5.	Sheila Waruguru Githaiga	F	4440317	67	Lang'ata	64	61	60	185	62	5
6.	Thomas Musyoka Mulei	F	11183822	49	Mbooni West/ Makueni	71	46	56	173	58	6
7.	Juliet Kathoni Muthii	F	26332086	31	Mwingi	47	42	48	137	46	7

TABLE 2A: INTERVIEW RESULTS FOR THE FOURTH AND FIFTH MEMBERS OF THE NAIROBI CITY COUNTY ASSEMBLY BOARD – ANALYSIS BY FEMALE GENDER

Rank	NAME OF CANDIDATE	GENDER	ID NO	AGE (yrs)	SUB COUNTY	% SCORES BY PANELISTS			TOTAL	AVERAGE	RANKING
						1	2	3			
1.	Fatuma Aden Affey (Dr)	F	10116795	48	Lang'ata	86	87	90	263	88	1
2.	Agnes Waithera Ibara	F	24548765	32	Mbeere	61	71	75	207	69	2
3.	Sheila Waruguru Githaiga	F	4440317	67	Lang'ata	64	61	60	185	62	3
4.	Juliet Kathoni Muthii	F	26332086	31	Mwingi	47	42	48	137	46	4

TABLE 2B : INTERVIEW RESULTS FOR THE FOURTH AND FIFTH MEMBERS OF THE NAIROBI CITY COUNTY ASSEMBLY BOARD – ANALYSIS BY MALE GENDER

Rank	NAME OF CANDIDATE	GENDER	ID NO	AGE (yrs)	SUB COUNTY	% SCORES BY PANELISTS			TOTAL	AVERAGE	RANKING
						1	2	3			
1.	Willis Okelo Oluoch	M	28206212	32	Rong'o	75	77	79	231	77	1
2.	Abdalla Mohammed Abdalla	M	P/Port BK011993	68	Lang'ata	71	70	79	220	73	2
3.	Thomas Musyoka Mulei	F	11183822	49	Mbooni West/ Makueni	71	46	56	173	58	3

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TABLE 3: INTERVIEW RESULTS FOR THE FOURTH AND FIFTH MEMBERS OF THE NAIROBI CITY COUNTY ASSEMBLY BOARD - YOUTH

Rank	NAME OF CANDIDATE	GENDER	ID NO	AGE (yrs)	SUB COUNTY	% SCORES BY PANELISTS			TOTAL	AVERAGE	RANK
						1	2	3			
1.	Willis Okelo Oluoch	M	28206212	32	Rongo	75	77	79	231	77	1
2.	Agnes Ibara Waithera	F	24548765	32	Mbeere	61	71	75	207	69	2
3.	Juliet Muthii Kathoni	F	26332086	31	Mwingi	47	42	48	137	46	3

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CHAPTER THREE

3.1 OBSERVATIONS, RECOMMENDATIONS AND CONCLUSION

3.2 Observations

The following observations were made:

- (i) Four (4) candidates who were shortlisted for the posts did not appear for the interview, with only one, Abdullrahim Abdullrahman Maalim, sending a text message to report that he would not attend.
- (ii) There were no candidates in the category of Persons Living with Disabilities.
- (iii) There were three (3) candidates in the category of Youth (i.e persons below the age of 35 years)
- (iv) There were four female and three male candidates.

3.3 Recommendation

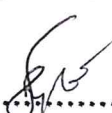



The Panel has submitted a merit list to the County Assembly Board to be considered while selecting persons to fill the posts while observing provisions of the Constitution that are applicable when appointing persons to Public Service Offices. These should include regional diversity, gender and persons living with disabilities, marginalized groups, youth among others.

This Report is submitted for consideration to the County Assembly Service Board.

Members

Signature

Date

1. Mr Simon M. Angote, OGW (Chairman)  24/01/2020
2. Ms Margaret W. Kamoni (Member)  24/01/2020
3. Ms Maureen Onyango (Member)  24/01/2020
4. Ms Eunice Khanaga (Secretariat)  24/01/2020

APPENDICES

- 1. *Interview Tool for post of Member, CASB***
- 2. *Shortlist of candidates for the post of Member County Public Service Board – Appendix I1***
- 3. *Candidates personal details sheet***
- 4. *Message of apology from Abdullrahim Abdullrahman Maalim***

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**NAIROBI CITY COUNTY
COUNTY ASSEMBLY SERVICE BOARD**

**INTERVIEW SCORE CARD FOR COUNTY ASSEMBLY SERVICE BOARD MEMBER
PART A - BACKGROUND INFORMATION**

Name of Candidate				Interview date	
County		Age		Gender	
		Sub County		Ward	
National ID NO:		Current Job:			

Part B - ASSESSMENT QUESTIONS

No.	JOB FACTORS	EXPLANATION	MAX SCORE %	ACTUAL SCORE %	REMARKS
1.	Please introduce yourself and explain why you believe you are suited for the position of Board Member	<ul style="list-style-type: none"> ● Be able to match his/her academic & professional qualifications and experience with the position of Board Member <ul style="list-style-type: none"> ■ Evidence of citizenship, possession of degree, more than ten years' experience in public affairs, meets requirements of Chapter 6 of COK 	15		
2.	Explain the functions of the CASB	<ul style="list-style-type: none"> ● Demonstrate a thorough understanding of functions assigned to the CASB as follows: <ul style="list-style-type: none"> ■ Direct and supervise administration of services and facilities provided by, and exercise budgetary control over, the Service ■ Determine and review the terms and conditions of service of persons holding or acting in the offices of the Service ■ Initiate, coordinate and harmonize policies and strategies relating to development of Service. ■ Initiate Programmes: Training, promote ideals of parliamentary democracy 	15		
3.	Explain to the Panel how you would implement in the Assembly Service ANY FOUR of the Article 232 of the COK on Values and Principles	Responses to include: <ul style="list-style-type: none"> ● Membership to professional bodies ● Consideration of minorities /marginalized and gender in appointments, according equal opportunities to all in training; adoption of PMS to promote 	15		

		efficiency and effectiveness in service delivery; development and operationalization of accountability systems, pool transport			
4.	<p>a. Explain to the Panel measures to be put in place by the CASB to address unethical practices in the Service.</p> <p>b. Give two examples of what would amount to conflict of interest for you as a member of the CASB and explain how you would handle the issues?</p>	<p>a. Include: Operationalize customer service charters, Declaration of wealth, Sensitize employees on the Public Officers Ethics Act, Adoption of ICT in service delivery to minimize face to face interactions</p> <p>b. Request for employment by a relative at the CASB/bidding for tenders advertised by the CASB. Declare and decline to participate in the adjudication process</p>	<p>10</p> <p>10</p>		
5.	<p>a. Explain to the panel any FOUR functions of the County Assembly</p> <p>b. How does the CASB support the Assembly in delivering on its mandate?</p>	<p>a. Vetting and approving nominees for appointment; perform roles set out under Article 185 of COK (legislation, oversight, approval county policies and plans); approval of budget and expenditure; approve county borrowing; approve county development plan;</p> <p>b. Procurement of staff with relevant competencies</p>	<p>10</p> <p>5</p>		
6.	Explain to the Panel how disputes between national and county Governments may be resolved	● Inter-governmental institutions: Summit, IGRTC, Senate, Judicial adjudication	10		
7.	Explain any four laws in Kenya that you would make reference to in handling employee issues.	<ul style="list-style-type: none"> ● COK 2010 ● Employment Act ● Labour Institutions Act ● Labour Relations Act ● Occupational Safety and Health Act (OSHA) ● Work Injuries Benefits Act (WIBA) 	10		
TOTAL SCORE			100		

PART C

Interviewee's comments/ questions:

Remuneration:

Name of Chair/Panelist: **Signature:** **Date:**

THE SHORTLIST FOR THE TWO EXTERNAL BOARD MEMBERS OF THE NAIROBI
CITY COUNTY ASSEMBLY SERVICE BOARD

S/NO	PERSONAL DETAILS	Total Marks	Rank	Home County
1	NAME: ABDALLA MOHAMED ID NO: 16009517 TEL: 0722849066 EMAIL: baltawi@gmail.com	100	1	LIAKIPIA
2	NAME: FATUMA ADEN AFFEY ID NO:10116795 TEL: 0722731306 EMAIL: fadenaffey2013@gmail.com	100	1	WAJIR
3	NAME: HAWA MALYUNI MOHAMED ID NO.21475440, TEL NO 0728490490, EMAIL. malyunakm@yahoo.co.uk	96	3	GARISSA
4	NAME :THOMAS MUSYOKA MULEI ID NO :11183822 TEL NO :0729962600/0738962600 EMAIL:MUSYKAMULEI70@GMAIL.COM	95	4	MACHAKOS
5	NAME: ABDULLRAHIM ABDULLRAHMAN MAALIM ID NO: 95677 14 TEL. NO: 0722719079 EMAIL. ABDULLRAHIM_AR@GMAIL.COM	95	4	MANDERA
6	NAME: HOSEA KIPCHIRCHIR MENGICH ID NO: 21636931 TEL: 0720648364 EMAIL: hoseamengich@gmail.com	95	4	UASIN GISHU
7	NAME: AGNES WAITHIRA IBARA ID NO: 24548765 TEL: 0720408729 EMAIL: agnesibara@gmail.com	95	4	EMBU
8	NAME: WILLIS OKELLO OLUOCH ID NO. 28206212 TEL. 0717105994 EMAIL: willisoluoch@gmail.com	91	8	MIGORI

9	NAME:JARED MATUNDURA ARASA ID NO:5749864 TEL NO: 0700850303 EMAIL:ARASAJM@GMAIL.COM	90	9	KISII
10	NAME: JULIET KATHONI MUTHUI ID NO. 26332086 TEL.NO. 0725211336 EMAIL: julietkamuthui@gmail.com	88	10	KITUI
11	NAME: SHEILA WARUGURU GITHAIGA ID NO. 4440317 TEL. 0706553333 EMAIL: sheilak52@yahoo.com	80	11	NYERI

**NAIROBI CITY COUNTY
COUNTY ASSEMBLY SERVICE BOARD**

INTERVIEW SCORE CARD COUNTY ASSEMBLY SERVICE BOARD MEMBER

PART A - Background information

Name of Candidate				Interview date	
County		Age		Gender	
		Sub County		Ward	
Current Department					

Part B - ASSESSMENT QUESTIONS

No.	JOB FACTORS	EXPLANATION	MAX SCORE %	ACTUAL SCORE %	REMARKS
1.	Please introduce yourself and explain why you believe you are suited for the position of Board member	<ul style="list-style-type: none"> ● Be able to match his/her academic & professional qualifications and experience with the position of Board <ul style="list-style-type: none"> ■ Citizen, degree, ten years experience in public affairs, meets requirements of Chapter 6 of COK 	15		
2.	Explain the functions of the CASB	<ul style="list-style-type: none"> ● Demonstrate a thorough understanding of functions assigned to the docket <ul style="list-style-type: none"> ■ Direct and supervise administration of services and facilities provided by, and exercise budgetary control over, the Service ■ Determine and review the terms and conditions of service of persons holding or acting in the offices of the Service ■ Initiate, coordinate and harmonize policies and strategies relating to development of Service ■ Initiate Programmes: Training, promote ideals of parliamentary democracy 	20		

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Hi, thank you for the invite
but am sorry I will not be
able to make it due to
some personal issues

Jan 23. 06:48

