



REPUBLIC OF KENYA
MIGORI COUNTY GOVERNMENT



MINISTRY OF LANDS, HOUSING, PHYSICAL PLANNING AND URBAN DEVELOPMENT
KEHANCHA MUNICIPALITY P.O. BOX 158-40413, KEHANCHA.


KEHANCHA MUNICIPALITY STAFF PROFILES

Introduction


This document provides a comprehensive profile of key municipal staff members, outlining their roles, responsibilities, and qualifications. These officers play a critical role in the efficient operation and development of the municipality, ensuring the successful implementation of projects, programs, and services that drive community growth, promote sustainable development, and enhance public service delivery. The profiles below highlight the expertise, experience, and dedication of the individuals entrusted with these essential responsibilities.


A handwritten signature in blue ink, appearing to read "D. M. Mwangi".

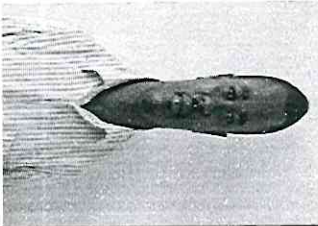


S/No	Name	PF Number	Full Time/ Shared Positions	Designation	Key Responsibilities	Key Qualifications
1	 Maroa Simon Nokwi	2010055065	Full Time	Municipal Manager	<ul style="list-style-type: none"> i. Implementing the decisions and functions of the board of the municipality. ii. Preparing and presenting for approval of the board of the municipality an annual estimate of revenue and expenditure to fund and carry out the programmes and the operations of the board. iii. Building and maintaining a strong alliance and effective working relationship between the board of the municipality and the civil society, private sector and community based organisation. iv. Preparation of the report on activities and accomplishments of the departments comprising the executive branch of the municipality. v. Acting as an ex-officio member of all committees of the board of the municipality. vi. Exercising supervision over all departments of the municipality 	<ul style="list-style-type: none"> • PhD Student at Witwatersrand University in Johannesburg South Africa. • MA in Economics Degree - University of Nairobi • BED Degree (Mathematics and Economics)-University of Nairobi • Certificate In Strategic Leadership Development Program (Kenya School of Government) • Certificate in Senior Management (Kenya School of Government) • Certificate in Computer Applications(Kenya School of

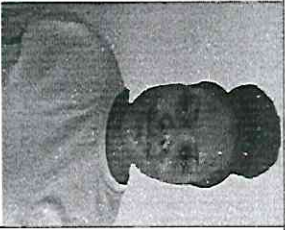
				<p>and providing for coordination of activities.</p> <p>vii. Enforcing municipal by-laws and all applicable laws.</p> <p>viii. Exercising applicable laws concerning the appointment and removal of certain officers, employees and members of committees of the of the municipality.</p> <p>ix. Making reports and recommendations to the board about the needs of the municipality.</p> <p>x. Preparation of the policies, plans, strategies and programmes for the approval of the board of the municipality and the county assembly</p>	<p>Professional Studies)</p> <ul style="list-style-type: none"> • Certified Secretary (CS) – Advanced Level, Kenya Accountants and Secretaries National Examination Level • Member of Economist Society of Kenya <p>Work Experience</p> <p>Municipal Manager Kehancha Municipality April 2023 – Present</p> <ul style="list-style-type: none"> • Responsible for overseeing municipal operations, implementing policies, and ensuring efficient service delivery in Kehancha Municipality. <p>County Economic Planner Migori County Government 2013 – 2023</p> <ul style="list-style-type: none"> • Led economic planning initiatives, supported development projects, and advised the county
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			<p>government on economic strategies.</p> <p>District Development Officer Ministry of Planning and National Development September 2010 – 2013</p> <ul style="list-style-type: none"> Coordinated and supervised district-level development projects, fostering local economic growth and resource allocation.
2	 <p>Eng. Elijah S. Mangera</p>	20250225408	<p>Full Time</p> <p>Municipal Engineer</p> <p>i) Developing, coordinating, and implementing social development programs that focus on improving social welfare, health, education, and economic empowerment, particularly for vulnerable.</p> <p>ii) Engaging with community members and local organizations to identify needs, raise awareness, and mobilize resources for social development initiatives.</p> <p>iii) Monitoring the implementation of social development projects, ensuring that they are progressing as planned, and reporting on progress to the Municipal Manager.</p> <p>iv) Developing and overseeing programs that provide direct support to vulnerable populations, including</p> <ul style="list-style-type: none"> Bachelor of Science Degree in Civil Engineering. Registered with Engineers Board of Kenya (EBK) as a Professional Engineer Corporate Member of the Institute of Engineers of Kenya


			<p>women, children, the elderly, and persons with disabilities.</p> <p>v) Organizing training, workshops, and capacity-building programs for community members and stakeholders involved in social development activities.</p> <p>vi) Advocacy and Policy Input: Advocating for policies and programs that promote social inclusion, equality, and empowerment within the municipality.</p> <p>vii) Providing expert advice and recommendations to the Municipal Manager on emerging social issues.</p>	
<p>3</p>  <p>Mary Chabi</p>	<p>20170085159</p>	<p>Full Time</p> <p>Municipal Accountant</p>	<p>i) Linking the budget to the County Medium Term Plans and other plans</p> <p>ii) Assessing fiscal position of the municipality regarding debt and putting up a recommendation</p> <p>iii) Capturing the budget into the IFMIS through the plan to budget module</p> <p>iv) Analysis of the County budget and preparation of the budget report</p> <p>v) Developing and analyzing budget policies in conjunction with Director</p>	<ul style="list-style-type: none"> • Certificate in Senior Management Course (Distinction) from Kenya School of Governance • Certified Public Accountants Professional Examination-KASNEB-CPA (K) • Registered by Institute of the Chartered Public Accountants of Kenya (ICPAK) Registration NO. 29495 • Bachelor of Commerce Degree with specialization


			<p>of Economic vi) Inventory and asset Planning and management vii) Cash Management and control viii) Preparation of Financial Statements ix) Enforcing compliance with Internal control systems</p>	<ul style="list-style-type: none"> to Accounting and Finance (Strathmore University) Certificate in Public Finance Management from Kenya School of Government
<p>4</p>	 <p>Fredrick Oduma</p>	<p>20150147603</p> <p>Full Time</p> <p>Municipal Environment Officer</p>	<p>i) Developing, implementing, and monitoring the municipality's environmental management plans and programs. ii) Overseeing and managing the municipality's waste collection, recycling, and disposal systems, ensuring proper waste management practices. iii) Enforcing environmental laws and regulations within the municipality, including managing pollution control and land degradation iv) Promoting environmental awareness through public education campaigns, outreach programs and community engagement. v) Leading projects aimed at improving environmental sustainability.</p>	<ul style="list-style-type: none"> Master of Science Degree in Limnology- Specialization in Stream Ecology and aquatic Ecosystem Health-Egerton University, Department of Biological Sciences, Egerton, Kenya Bachelor of Science Degree- in Environmental Science-Egerton University, Department of Environmental Sciences, Certificate on Climate Change Mitigation and Adaptation from Swedish Meteorological and Hydrological Institute (SMHI). Certificate in Environmental & Social Safeguards in Development

				<p>vi) Regularly monitoring environmental conditions, preparing reports on environmental quality, and submitting these reports to the Municipal Manager</p> <p>vii) Providing expert environmental advice to the Municipal Manager and other municipal departments to ensure that projects and policies are environmentally sustainable.</p>	<ul style="list-style-type: none"> • from Kenya School of Government • Certificate on Clean Combustion Technology in Modern Rural Areas for Developing Countries from Yuan Longping High-tech Agriculture Co., Ltd. (Hunan China) • Certificate on Climate Change Policy, Planning and Budgeting from Kenya School of Government • Certificate on Managing risk in the face of climate from Wageningen University and Research – Centre for Development Innovation (CDI) and Asian Disaster preparedness Center (ADPC) • Certificate in Limnology in Egerton University & UNESCO IHE, DELFT (Institute for Water Education) • Certificate in computer Application and SPSS from Egerton University, Department of Computer Science
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5	 <p>Elizabeth Meremo Mwita</p>	20251058854	Full Time	Municipal Social Development Officer	<p>i) Developing, coordinating, and implementing social development programs that focus on improving social welfare, health, education, and economic empowerment, particularly for vulnerable.</p> <p>ii) Engaging with community members and local organizations to identify needs, raise awareness, and mobilize resources for social development initiatives.</p> <p>iii) Monitoring the implementation of social development projects, ensuring that they are progressing as planned, and reporting on progress to the Municipal Manager.</p> <p>iv) Developing and overseeing programs that provide direct support to vulnerable populations, including women, children, the elderly, and persons with disabilities.</p> <p>v) Organizing training, workshops, and capacity-building programs for community members and stakeholders involved in social development activities.</p> <p>vi) Advocacy and Policy Input: Advocating for policies and programs that promote social inclusion, equality, and empowerment within the municipality.</p> <p>vii) Providing expert advice and recommendations to the Municipal</p>	<ul style="list-style-type: none"> • Bachelor's Degree in Education Arts. • Over 3 years managing social programs.
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		Manager on emerging social issues.	
 <p>David Zimmy Weyusia</p>	<p>20180257894</p> <p>Full Time</p> <p>Municipal Physical Planner</p>	<p>i) Developing, coordinating, and implementing urban and regional planning programs, ensuring sustainable land use, infrastructure development, and management of urban growth.</p> <p>ii) Developing and maintaining a comprehensive land use plan for the municipality, ensuring that land is allocated for appropriate purposes (residential, commercial, industrial, recreational).</p> <p>iii) Reviewing and approving development proposals within the municipality, ensuring that they comply with the municipality's land use regulations and zoning laws. This includes reviewing building plans, subdivision applications, and land development proposals.</p> <p>iv) Ensuring that urban planning initiatives are environmentally sustainable, with proper integration of green spaces, energy-efficient buildings, waste management systems, and conservation measures.</p> <p>v) Organizing public forums, consultations, and workshops to involve the community and stakeholders in the planning process</p>	<ul style="list-style-type: none"> • Bachelor of Arts (Urban and Regional Planning) • Corporate Member of Kenya Institute of Planners • Registered Physical Planner • Over 15 years post qualification professional experience in Urban and Regional Planning

				and gather feedback on development proposals. vi) Monitoring the implementation of physical planning projects and ensuring compliance with the approved plans. Ensuring that construction activities, land development, and infrastructure projects follow the municipality's physical planning standards. vii) Providing regular reports to the Municipal Manager on the progress of physical planning initiatives, challenges encountered, and the achievement of planning goals.		
7	 Micheal Okello	20251083215	Full Time	Municipal Procurement Officer	<ul style="list-style-type: none"> i) Oversee and manage all procurement activities within the municipality. ii) Ensure compliance with relevant laws, regulations, and municipal policies regarding procurement. iii) Develop, implement, and enforce procurement strategies and procedures. iv) Lead procurement planning and sourcing processes for goods, services, and works. v) Maintain accurate and up-to-date records of all procurement transactions. vi) Collaborate with other departments to identify procurement needs and ensure timely delivery of 	<ul style="list-style-type: none"> • Bachelors of Science Supply Chain Management • Member Kenya Institute of Supplies Management. • Over 3 years professional experience in procurement.

			<p>services.</p> <p>vii) Report regularly to the Manager on procurement performance, risks, and challenges.</p>	
<p>8</p>	 <p>CHRP, VINCENT AKOKO OLUOCH, MIHRM</p>	<p>20210462086</p>	<p>Shared</p> <p>Lands Departmental Human Resource Officer</p>	<p>i) Overseeing the recruitment selection, and ensuring that qualified personnel are hired for key roles within the municipality.</p> <p>ii) Developing and implementing training and development programs to enhance the skills and capabilities of municipal employees, ensuring that they are equipped to meet the municipality's evolving needs.</p> <p>iii) Designing and implementing an effective performance management system, including setting clear performance expectations, conducting appraisals, and addressing performance issues.</p> <p>iv) Managing and addressing employee relations issues, including conflict resolution, grievances, and disciplinary actions, in line with labor laws and municipal policies.</p> <p>v) Ensuring that employees are paid on time, benefits are managed effectively, and that compensation is competitive and aligned with the municipality's budget.</p>
				<ul style="list-style-type: none"> • Master of Science in Human Resource Management. • Certified Human Resource Professionals (CHRP)-CHRM • Bachelor of Art in Business Administration (Finance) • Certified Public Accountant (CPA-2) • Over 5 years' experience in Human Resource Management.

