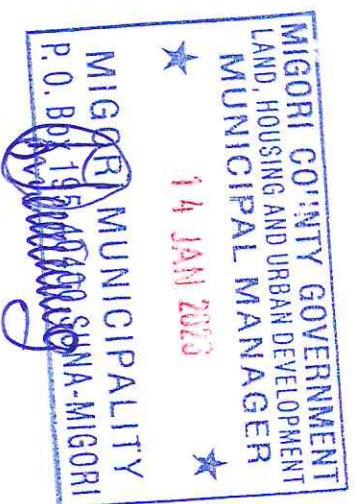




MUNICIPALITY OF MIGORI
OFFICE OF THE MUNICIPAL MANAGER
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MUNICIPAL STAFF PROFILES



Introduction

Staff profile defines key Municipal staff members, their key roles and responsibilities and qualifications to perform such. For successful running and development in the municipality, the officers enlisted are very important. They ensure effective implementation and management of projects, programs and services aimed at Municipal growth, sustainability and service delivery. The table provides each staff expertise and experience which informed their appointment to run the affairs of Migori Municipality.

S/N	Name	PF Number	Designation	Key Responsibilities	Qualification
1.	Owino Dismas Oryango	20130042349	Municipal Manager	<ul style="list-style-type: none">• Oversee daily operations of the Municipality.• Coordinate Municipal activities.• Implement Municipal policies and programs.• Ensure Regulatory compliance.• Supervise Municipal projects.• Secretary to the board.	<ul style="list-style-type: none">• Bachelors in Education Science.• Over 12 Years of teaching in a secondary school Environment.• Over 10 years serving as a Sub-county Administrator in a County Government.
2.	Arthur Omondi Orangi	20160179573	Municipal Physical Planner	<ul style="list-style-type: none">• Develop and implement urban and regional planning strategies.• Oversee land use planning and zoning.	<ul style="list-style-type: none">• Bachelor of Urban and Regional Planning.• MSC in Environmental Planning and Management (Ongoing)

				<ul style="list-style-type: none"> Advise the Board on urban development proposals. Ensure alignment with national policies. Conduct research on land use and population trends. 	<ul style="list-style-type: none"> Post graduate certificate in Environmental Impact Assessment. Corporate member of Kenya Institute of Planners No.0398C. Registered physical planner No.0350 by Physical Planners Registration Board. 10 years experience in physical and land use planning.
3.	Ruth Adhiambo Omollo	19970009253	Ass. Municipal Accountant	<ul style="list-style-type: none"> Monthly bank reconciliations. Manage finances, budgeting and financial reporting. Prepare financial statements. Advise on financial decisions. Ensure accuracy in financial records. 	<ul style="list-style-type: none"> Certified Public Accountant (CPA2). Certificate in computerized Accounting. 27 years of public sector accounting and revenue collection experience.
4.	Ayako Ignatius Evans	20251083223	Municipal Procurement Officer	<ul style="list-style-type: none"> Procurement planning. Preparation of municipal annual procurement and supplementary procurement plans. Purchasing management for the municipality. Inventory management for the municipality. Fixed assets management for the municipality. Disposal of idle assets for the municipality. Supplier appraisal, administration and monitoring. Documentation and information management. 	<ul style="list-style-type: none"> Bachelor of Commerce (Procurement and Supply Chain Management) Member of Kenya Institute of Supplies Management (KISM) Membership No.73810, license No.K/5165/2025 Over 10 years experience in Supply Chain Management both in public and private Sector.

				<ul style="list-style-type: none"> • Member charter Institute of Procurement and Supplies. • Expert in Microsoft Powerpoint, Microsoft word, Microsoft Excel and basic website design. 	
5.	Roseffie Awuor Ohuru	20240046810	Municipal Social Development Officer	<ul style="list-style-type: none"> • Coordinate and implement municipal Social Development Programs. • Conduct community needs assessment and social mapping. • Facilitate public participation and stakeholder engagement forums. • Support vulnerable and special interest groups within the municipality. • Monitor and report social development programs and initiatives. 	<ul style="list-style-type: none"> • Bachelor of Arts in Geography and Environmental Studies. • Certified Trainer of Trainees (TOT) in Climate Change Adaptation and Mitigation. • Certificate in Environmental and Social Impact Assessment. • Certificate in Data Analysis. • Over 5 Years of experience working in Public sector.
6.	George Omondi Olumwa	20210494839	Municipal Administrator	<ul style="list-style-type: none"> • Implements all the administrative functions. • Ensure orderliness in the municipality. • Organizes public participation and citizen fora. 	<ul style="list-style-type: none"> • Diploma in Education Science. • Over 16 years teaching experience. • 3 years experience as a municipal Administrator.
7.	Teresa Aoko	20090003535	Municipal Clerical Officer	<ul style="list-style-type: none"> • Perform clerical duties (Filing, Data Entry, Record -keeping) • Assist in managing office correspondence. • Provide administrative support. • Handle phone inquiries and direct them. 	<ul style="list-style-type: none"> • Certificate in IT • Over 15 years of clerical experience.

8.	Charles Jeremiah Otieno Andala	20250225393	Municipal Architect	<ul style="list-style-type: none"> • Prepare reports and presentations. • Management and coordination of work in the preparation of scheme designs. • Production of project drawings. • Supervision of projects during construction and maintenance. • Monitor and evaluate sketch/scheme designs done by consultants for necessary recommendations for approval. 	<ul style="list-style-type: none"> • Bachelor of Architecture • Master in Sustainable Urban Design (Ongoing) • Registered Architect A1625 by BORAQS. • Member of Architectural Association of Kenya (AAK) No 3926 • 14 years of experience in the field of Architecture practising in the field of Private sector.
9.	Elphas Omollo	20130042483	Municipal Engineer	<ul style="list-style-type: none"> • Plan, manage, and coordinate municipal infrastructure projects from design to construction and maintenance. • Prepare, review, and approve engineering designs and drawings for projects within the annual work programme. • Supervise and control on-site construction activities to ensure compliance with technical standards, safety regulations, and contracts. • Monitor project progress, quality, budgets, and expenditure to ensure timely and cost-effective delivery. 	<ul style="list-style-type: none"> • Msc. Civil Engineering • Bsc. Civil & Structural Engineering • Registered Engineer (Civil and Structural) –EBK • Member for institution of Engineers of Kenya (IEK) • Over 16 years of mainstream practice in Civil and structural Engineering.

			<ul style="list-style-type: none"> Liaise with client departments, stakeholders, and external consultants on design briefs, approvals, and project implementation. Manage and coordinate civil infrastructure works, including roads, drainage, buildings, and public facilities. Establish and enforce engineering standards and best practices for municipal projects. Review consultants' designs and certify fee claims, making recommendations for approval and payment. Identify training needs and support capacity building within the engineering unit. Lead, supervise, and manage engineering staff, ensuring effective administration and service delivery. 		
10	Eugene Odindo Otieno	20250225343	Municipal Environment Officer 1	<ul style="list-style-type: none"> Overseeing the operations of solid waste collection, sewage and wastewater treatment facilities. Conducting routine and reactive inspections of commercial and construction sites to ensure adherence to environmental by-laws and regulations. Providing technical advice regarding environmental protection and sustainable development. 	<ul style="list-style-type: none"> BSc Plant Ecology and Environmental Science. Membership for Environmental Institute of Kenya (EIK). Registered Associate Expert (EIA/EA).

11.	Brian Otieno Oluoch	20200002737	Municipal Quantity Surveyor	<ul style="list-style-type: none"> • Raising awareness about proper waste management hygiene and environmental laws. • Evaluate, assess, and report on contractual claims submitted by contractors. • Check, certify, and recommend valuations and payments to contractors in accordance with contract conditions. • Resolve and advise on contractual disputes, including matters requiring litigation or arbitration. • Prepare and maintain cost records and cost control documentation for municipal projects. • Provide cost planning and cost information services to support project planning and decision-making. • Implement and oversee procurement and tendering procedures in compliance with municipal and statutory requirements. • Prepare cost estimates, bills of quantities, and tender documentation for construction projects. • Conduct monthly site valuations and financial assessments of work executed. • Prepare and agree on variation orders and final accounts for completed projects. 	<ul style="list-style-type: none"> • Bachelor of Science in Quantity Surveying. • Registered with The Board of Registration of Architects and Quantity Surveyors of Kenya
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			<ul style="list-style-type: none"> Coordinate and manage quantity surveying services for municipal development projects across the county. 		
12.	Rhoda Nyakwaka	20140009623	Departmental Human Resource Officer	<ul style="list-style-type: none"> Supervise and provide HR guidance to staff Process human resource statistics. Ensures implementation of PSC and ministerial HR management advisory committee (MHRMAC). Secretary to departmental HR advisory committee. 	<ul style="list-style-type: none"> Diploma Human Resource 5 Years of experience working as Human resources expert. Registered CHRP.
13.	Omondi Seth Okombo	20160128370	Municipal Accountant	<ul style="list-style-type: none"> Manage finances, budgeting and financial reporting. Approves financial statements. Monitor fund allocations. Approve payments for services. Advise on financial decisions. Ensure accuracy of Financial records. 	<ul style="list-style-type: none"> Bachelor of Commerce (Accounting) CPAK ICPAK No. 12303 Over 13 years of work experience as an accountant.

Prepared by:

Ovino Dismas Onyang'o
Municipal Manager

