



**OFFICE OF THE MUNICIPAL  
MANAGER**  
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COUNTY GOVERNMENT OF MIGORI

AWENDO MUNICIPALITY


S/No.	Name	PF No.	Designation	Key Responsibilities	Key Qualifications
1	Mandela Nelson Akong'o	20160179582	Municipal Manager	<ul style="list-style-type: none"> <li>Oversees daily operation of the Municipality</li> <li>Coordinates departmental activities</li> <li>Implements Municipal polities and programmes</li> <li>Ensures regulatory compliance</li> <li>Supervises municipal projects</li> <li>Secretary to the board.</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor of Arts in Urban and Regional Planning with IT</li> <li>Certificate in Strategic Leadership Development Programme from KSG</li> <li>Certificate in Environment and Social Impact Assessment from JKUAT</li> <li>Certificate in Senior Management Course from KSG</li> <li>Over 10 years of local governments administration and urban management experience.</li> </ul>
2	Maurice Onyango Ogweyo	2012018263	Municipal Accountant	<ul style="list-style-type: none"> <li>Manages finances</li> <li>Budgeting and financial reporting</li> <li>Prepares financial statements</li> <li>Monitors fund allocation</li> <li>Process payment for services</li> <li>Advices on financial decisions</li> <li>Ensures accuracy in financial records</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor of Commerce (B. Com-Accounting)</li> <li>Certified Public Accountant-(CPA-K)</li> <li>Registered member of ICPAK</li> <li>Over 14 years of public sector accounting experience</li> </ul>
3	Rashid Ouma Okode	20250225416	Municipal Engineer	<ul style="list-style-type: none"> <li>Plans, designs and oversee municipal infrastructure projects</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor of Science in Civil and Structural Engineering</li> <li>Registered Professional Engineer</li> </ul>

				<ul style="list-style-type: none"> <li>• Conducts site inspections and feasibility assessments</li> <li>• Supervision of projects during construction and maintenance</li> <li>• Liaising with clients departments on matters relating to design briefs</li> <li>• Manages and coordinates civil works</li> <li>• Monitors budget compliance for civil works</li> </ul>	<p>with Engineers Board of Kenya (EBK), Reg. No. A4625</p> <ul style="list-style-type: none"> <li>• Corporate Member with Institution of Engineers of Kenya (IEK), Reg.No. M.9478</li> <li>• Over 12yrs of experience in Construction supervision and Management</li> </ul>
4	Beacky Sunday Kamagy	20250225327	Municipal Environment Officer	<ul style="list-style-type: none"> <li>• Conducts Environmental Impact Assessments</li> <li>• Monitor local environmental programmes</li> <li>• Ensure compliance with environmental regulations</li> <li>• Advices on sustainable development practices</li> <li>• Promote waste management and conservation</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor of Science in Environmental Science with IT</li> <li>• Over 15yrs experience both locally and abroad as practising Certified NEMA Environmental Expert, Reg. No. 12254</li> </ul>
5	Dorine Wamboi Odhiambo	20251058862	Municipal Social Development Officer	<ul style="list-style-type: none"> <li>• Coordinates community welfare programmes</li> <li>• Conducts needs assessment</li> <li>• Implements Social development projects</li> <li>• Facilitates public consultations</li> <li>• Address issues like poverty, education and health</li> <li>• Guiding communities to develop community action plans</li> <li>• Liaising with local communities and other development agencies in implementing community</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor of Arts in International Relations and Diplomacy with IT.</li> <li>• Over 3yrs in corporate public relations.</li> </ul>



				development programmes.	
6.	Teresia Wachira Njuguna	20251056909	Municipal Procurement Officer	<ul style="list-style-type: none"> <li>• Processing, initiating and tracking purchase orders</li> <li>• Monitoring supplier performance, resolving disputes and maintaining a database of qualified suppliers</li> <li>• Maintaining accurate records of purchases, invoices and contracts for auditing and reporting purposes</li> <li>• Ensuring policy Compliance</li> </ul>	<ul style="list-style-type: none"> <li>• Diploma in Procurement and Supplies Chain Management</li> <li>• Member of KISM</li> <li>• Over 2 yrs. experience in procurement</li> </ul>
7.	Njagi Caroline Mukami	20240108028	Municipal Planner	<ul style="list-style-type: none"> <li>• Develop and implement Urban regional planning strategies</li> <li>• Oversees land use, planning and zoning</li> <li>• Advises the board on Urban Development proposals</li> <li>• Ensures alignment with national policies</li> <li>• Conduct research on land use and population trends</li> </ul>	<ul style="list-style-type: none"> <li>• Master of Science in Geographic Information Systems</li> <li>• Bachelor of Arts, Urban &amp; Regional Planning, With IT</li> <li>• Registered Physical Planner</li> <li>• Corporate Member Kenya Institute of Planners.</li> <li>• Over 10 yrs. experience in Urban Development and Zoning</li> </ul>
8	Charles Odhiambo Airo	20120002440	Municipal Procurement Officer	<ul style="list-style-type: none"> <li>• Provide general administrative support to the procurement department including scheduling meetings, preparing correspondences and maintaining records.</li> <li>• Maintain accurate procurement records including contracts, purchase orders and invoices.</li> <li>• Support in the preparation of procurement documents including</li> </ul>	<ul style="list-style-type: none"> <li>• Diploma in Purchases and Supplies Management</li> <li>• Over 5yrs of public procurement experience</li> </ul>

				tenders, quotations and contracts	
9	Tom Collins Ouma Mumbo	19920013743	Accountant III	<ul style="list-style-type: none"> <li>Assists in preparation of financial statements</li> <li>Assists in preparation of vouchers</li> <li>Assists in keeping books of account</li> </ul>	<ul style="list-style-type: none"> <li>Kenya Accountancy and Technical Certificate Examination-(KATCE-2)</li> <li>Over 20 yrs. experience as an accounts clerk</li> </ul>
10	Faith Becky Ochieng	20120000348	Clerical Officer	<ul style="list-style-type: none"> <li>Performing clerical duties-filing data entry, record keeping, assisting in scheduling meetings and managing office correspondences, provides administrative support</li> <li>Handles phone enquiries and directs them</li> <li>Prepare reports and presentations</li> </ul>	<ul style="list-style-type: none"> <li>Diploma in Public Administration and Political Science.</li> <li>Certificate in Secretarial Studies</li> <li>Proficient in Microsoft Office Suite (Word, Excel, Power point and Access)</li> <li>Over 10 yrs. of clerical duties experience</li> </ul>
11	Millicent Aoko Ojwang'	20140140503	Support Staff	<ul style="list-style-type: none"> <li>Keeps the office tidy and orderly</li> <li>Making office tea</li> <li>Filing documents</li> </ul>	<ul style="list-style-type: none"> <li>Computer packages</li> <li>Over 10 yrs. in support staff in public office.</li> </ul>
12	Benard Masese	20140009623	Departmental Human Resource Officer	<ul style="list-style-type: none"> <li>Supervise and provide HR guidance to staff</li> <li>Process human resource statistics</li> <li>Ensures implementation of PSC and ministerial HR management advisory committee (MHRMAC)</li> <li>Secretary to departmental HR advisory committee</li> </ul>	<ul style="list-style-type: none"> <li>MBA Human Resource Management</li> <li>BA Economics</li> <li>Diploma Human Resource</li> <li>4 years of experience lecturing at KCA university</li> <li>6 years of experience working as a consultant at plan international</li> <li>Registered CHRP</li> </ul>
13	Brian Otieno Oluoch	20200002737	Municipal Quantity Surveyor	<ul style="list-style-type: none"> <li>Evaluate, assess and report on contractual claims submitted by contractors.</li> <li>Check, certify and recommend valuations and payments to contractors in</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor of Science in Quantity Surveying.</li> <li>Registered with the Board of Registration of Architect and Quantity Surveyors of Kenya.</li> <li>8years of experience as a Quantity Surveyor.</li> </ul>

				<p>accordance with contract conditions</p> <ul style="list-style-type: none"> <li>• Resolve and advice on contractual disputes, including matters requiring litigation or arbitration</li> <li>• Prepare and maintain cost records and cost control documentation for municipal projects.</li> <li>• Provide cost planning and cost information services to support project planning and decision making.</li> </ul>	
					
14	Charles Jeremiah Otieno Andals	20250225393	Municipal Architect	<ul style="list-style-type: none"> <li>• Manages and coordinates work in the preparation of scheme designs</li> <li>• Produce project drawings</li> <li>• Supervise projects during construction and maintenance</li> <li>• Monitor and evaluate sketch/scheme designs done by consultants for necessary recommendations for approval.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor of architecture</li> <li>• Masters in Sustainable Urban Design(ongoing)</li> <li>• Registered Architect A1625 by BORAQS</li> <li>• Member of Architectural Association of Kenya (AAK) No 3926</li> <li>• 14 years of experience in the field of Architecture practising in the field of Private sector.</li> </ul>