



TVET CURRICULUM DEVELOPMENT ASSESSMENT AND CERTIFICATION COUNCIL (TVET CDACC)

CAREER OPPORTUNITIES

The TVET Curriculum Development Assessment and Certification Council is a state Corporation establishment under the Technical and Vocational Education and Training (TVET) Act No. 29 of 2013, Article 44 (1). The mandate of the Council is to undertake design and development of Curricula for the training institutions' examinations, assessment and competence certification. The Council is in the Ministry of Education. More details of our mandate, activities and contacts can be found in the website www.tvetcdacc.go.ke.

The Council invites applications from suitable individuals to fill the following permanent and pensionable vacant positions:

SENIOR CURRICULUM DEVELOPMENT OFFICER - CDACC JOB GRADE 5

VACANCY NO.: CDACC/1/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSH\$.71,500-117,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Principal Curriculum Development Officer.

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Undertaking research to inform development/ review of curriculum development policies;
- ii. Providing consultancy services on matters of TVET Curricula;
- iii. Validating curriculum and support materials; organizing curriculum development workshops;
- iv. Participating in Sector Skills Advisory Committee (SSAC) meetings;

- v. Providing input in the development and review of Occupational Standards; maintaining a data base of all accredited CBET programmes and accredited Sector Skills Advisory Committees (SSACs);
- vi. Maintaining a data base of all accredited CBET programmes and accredited Sector Skills Advisory Committees (SSACs);
- vii. Sensitizing the public on the mandate of TVET CDACC;
- viii. Evaluating and analyzing feedback and complaints from all stakeholders involved in CBET curricula development, piloting and implementation; and
- ix. Supervising and guiding staff working under him/her.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Served in the grade of Curriculum Development Officer for a minimum period of three (3) years or in an equivalent position in the TVET sector in a public organization/institution or any other reputable organization;
- ii. Bachelor's degree in any of the following disciplines: Engineering related courses, Information and Communication Technology, Textiles or Clothing Technology, Catering or Hospitality Management, Business Studies, Applied Sciences, Education with relevant specialization, Social Science with relevant specialization or an equivalent qualification from a recognized institution;
- iii. Participated in the development of at least four (4) CBET curricula;
- iv. Management course lasting not less than two (2) weeks from a recognized institution;
- v. Certificate in computer proficiency from a recognized institution; and
- vi. Meets the provision of chapter six of the Constitution

SENIOR ASSESSMENT AND CERTIFICATION OFFICER - CDACC JOB GRADE 5

VACANCY NO.: CDACC/2/JAN.2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS.71,500-117,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Principal Assessment & Certification Officer.

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Processing assessment records for the award of certificates;
- ii. Participating in the preparation of training programmes for assessors and verifiers;
- iii. Providing input in the preparation of assessment and certification reports;
- iv. Maintaining a data base for all certificate holders, accredited curriculum developers, assessors, verifiers and assessment centers;
- v. Sensitizing and training assessors, verifiers and curriculum developers on competency based assessment, verification and curriculum development;
- vi. Providing input in the development of assessment and certification guidelines for TVET;
- vii. Participating in the review of procedures and guidelines for conducting
- viii. Recognition of Prior Learning (RPL);
- ix. Generating proposals for support of exchange visits to countries with best CBET practices;
- x. Facilitating liaison among assessment centers and training institutions;
- xi. Investigating cases involving malpractices in assessment and certification;
- xii. Evaluate and analyze feedback and complaints from all stakeholders involved in TVET assessment and certification; and
- xiii. Supervising and guiding staff working under him.

REQUIREMENTS FOR APPOINTMENT

- i. Served in the grade of Assessment and Certification Officer for a minimum period of three (3) years or an equivalent position in the TVET sector in a public organization or any other reputable organization;
- ii. Bachelor's degree in any of the following disciplines: Engineering related courses,
- iii. Information and Communication Technology, Textiles or Clothing Technology,
- iv. Catering or Hospitality Management, Business Studies, Applied Sciences, Education with relevant specialization, Social Science with relevant specialization or an equivalent qualification from a recognized institution;
- v. Certificate in computer proficiency from a recognized institution;
- vi. Management course lasting not less than two (2) weeks;
- vii. Conducted training in Competency Based Assessment (CBA);
- viii. Facilitated in development of at least five (5) assessment tools; and
- ix. Meets the provision of chapter six of the Constitution.

CURRICULUM DEVELOPMENT OFFICER -CDACC JOB GRADE 6

VACANCY NO.: CDACC/3/JAN. 2019

NUMBER OF POSTS: FOUR (4)

BASIC SALARY SCALE: KSHS.59,500-99,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Curriculum Development Officer

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Collecting and collating data on Competency Based Curriculum;
- ii. Consolidating literature materials on curriculum development;
- iii. Receiving proposals for application for development of Competency Based Curriculum;
- iv. Receiving feedback and complaints from all stakeholders involved in CBET curricula development;
- v. Analyzing and compiling data on Competency Based Curriculum;
- vi. Providing support in the preparation of curriculum development workshops;
- vii. Participating in Sector Skills Advisory Committee (SSAC) meetings;
- viii. Receiving proposals for application for development of Competency Based Curriculum;
- ix. Consolidating literature materials on curriculum development; and
- x. Keeping a register of all accredited TVET programmes.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Bachelor's degree in any of the following disciplines: Engineering related courses, Information and Communication Technology, Textiles or Clothing Technology, Catering or Hospitality Management, Business Studies, Applied Sciences, Education with relevant specialization, Social Science with relevant specialization or an equivalent qualification from a recognized institution;
- ii. Trained as CBET curriculum developer;
- iii. Facilitated in development of at least four (4) CBET curricula; and
- iv. Certificate in computer proficiency from a recognized institution

An officer in this level will be reporting to the Senior Curriculum Development Officer.

CURRICULUM RESEARCH, ADVOCACY AND MATERIAL DEVELOPMENT OFFICER

CDACC JOB GRADE 6

VACANCY NO.: CDACC/4/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSH\$59,500-99,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Curriculum Research, Advocacy and Material Development Officer.

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. To liaise with local, regional and international CBET research and development organizations to bench mark and adopt TVET best practices;
- ii. Coordinate printing, publishing and dissemination of approved curricula and training materials training to TVET institutions, stakeholders and other interested parties;
- iii. Keep a register of all accredited TVET programmes;
- iv. Promote equity and access to quality curricula and curriculum support materials;
- v. Undertaking survey on TVET training materials, tools and equipment to ascertain their effectiveness of the curriculum implementation;
- vi. Developing research and evaluation tools and plan for data collection;
- vii. Providing consultancy services on matters of TVET Curricula;
- viii. Collect document and catalogue information on curricula, curriculum support materials and innovations, to create a data bank and disseminate the information to educational institutions, learners and other relevant organizations;
- ix. Represent the council in local, regional and international forum on CBET research and development matters; and
- x. Print, publish and disseminate all research findings to stakeholders and other interested parties

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. A Bachelor's degree in any of the following disciplines: - Engineering related course, Architecture, Information and Communication Technology, Education, Clothing and Textiles Technology, Applied Sciences, Catering/ Tourism/Hospitality Management, Business Studies, Nutrition and Dietetics, Food Science, Applied Sciences or equivalent qualifications in the TVET field.
- ii. Certificate in Computer Proficiency
- iii. Meets the provision of chapter six of the Constitution.

ASSESSMENT AND CERTIFICATION OFFICER -CDACC JOB GRADE 6

VACANCY NO.: CDACC/5/JAN. 2019

NUMBER OF POSTS: FOUR (4)

BASIC SALARY SCALE: KSH\$.59,500-99,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Assessment and Certification Officer

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Receiving and recording applications for internal and external assessors, verifiers and assessment centers;
- ii. Providing input in the development of assessment and certification reports;
- iii. Coordinate preparation of assessment tools;
- iv. Participating in the preparation of training programmes for assessors and verifiers; and
- v. Maintaining a data base for all certificate holders.

REQUIREMENTS FOR APPOINTMENT

- i. Bachelor's degree in any of the following disciplines: - Engineering related courses, Information and Communication Technology, Textiles or Clothing Technology, Catering or Hospitality Management, Business Studies, Applied Sciences, Education with relevant specialization, Social Science with relevant specialization or an equivalent qualification from a recognized institution;
- ii. Trained as a CBET assessor;
- iii. Facilitated in development of at least four (4) occupational standards;
- iv. Certificate in computer proficiency from a recognized institution; and
- v. Meets the provision of chapter six of the Constitution.

ADMINISTRATION OFFICER -CDACC JOB GRADE 6

VACANCY NO.: CDACC/6/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSH\$.59,500-99,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Administration Officer

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Complying with administrative services policies and procedures;
- ii. Ensuring general cleanliness in offices is undertaken;
- iii. Identifying office accommodation and space for staff;
- iv. Ensuring provision of office equipment and materials;
- v. Maintaining and updating furniture and office equipment inventory; payment of bills;
- vi. Generating administrative reports on repairs and maintenance; and facilitating meetings, conferences and other special events
- vii. Monitoring, evaluation and auditing of administration activities and programmes;
- viii. Allocating and ensuring utilization of office space;
 - ix. Facilitating prompt payment of electricity, water bills and other utilities;
 - x. Ensuring adherence to government regulations and procedures on vehicle usage;
 - xi. Devising and implementing security procedures and policies;
- xii. Investigating all security incidences and liaising with the police and other security services;
- xiii. Undertaking prompt settlement of accident vehicle cases;
- xiv. Coordinating rental management;
- xv. Ensuring safe custody of the Council's assets;
- xvi. Liaising with relevant legal entities to acquire legal documents such as motor vehicle and assets insurances and licenses; and
- xvii. Ensuring implementation and promotion of best administration standards and practices.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Bachelors' degree in any of the following disciplines: - Public Administration; Business Administration; Office Management or equivalent qualification from a recognized institution;
- ii. Certificate in computer proficiency from a recognized institution; and
- iii. Meets the provision of chapter six of the Constitution.

ACCOUNTANT - CDACC JOB GRADE 6

VACANCY NO.: CDACC/7/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSH\$.59,500-99,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Accountant

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Processing payment vouchers;
- ii. Preparing simple financial management reports;
- iii. Complying with financial processes procedures and regulations;
- iv. Balancing cashbooks on daily basis and providing cash liquidity analysis;
- v. Ensuring projects overheads remittances are done;
- vi. Preparing bank reconciliations and maintaining general ledger accounts;
- vii. Preparing customers and suppliers records for payment;
- viii. Filing and retrieving of accountable documents;
- ix. Undertaking daily banking;
- x. Preparing withholding and Value Added Tax returns; and
- xi. Maintaining an inventory on all bank accounts of the Council and their approved signatories.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Served in the grade of Senior Account Assistant at least three (3) years in the public service or in a reputable organization;
- ii. Bachelor's degree in Commerce (Accounting or Finance option), Business Administration (Accounting option), or equivalent qualification from a recognized institution;
- iii. Passed Certified Public Accountant (CPA) II Examination offered by Kenya Accounts and Secretaries Examination Board (KASNEB) or Part III of the Association of Certified Chartered Accountants (ACCA) or equivalent qualification from a recognized institution;
- iv. Certificate in computer proficiency from a recognized institution; and
- v. Meets the provision of chapter six of the Constitution.

ACCOUNTANT ASSISTANT - CDACC JOB GRADE 7

VACANCY NO.: CDACC/8/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS. 49,500-84,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Accountant.

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Examining payment vouchers and committal documents to ensure compliance to approved procedures, rules and regulations;
- ii. Reviewing of data capture within the system;
- iii. Verifying data recorded in the cash book and posting of transactions as per approved systems;
- iv. Validating bank reconciliations;
- v. Validating receipts and payments;
- vi. Preparing financial reports;
- vii. Verifying balanced cashbooks, imprest, and advance ledgers; and
- viii. Ensuring correct maintenance of records for the purpose of payment.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Served in the grade of Accounts Assistant for at least one year in the public service or in a reputable organization;
- ii. CPA I/ACCA I; or Higher Diploma in Commerce (Accounting or Finance option), Business Administration (Accounting option), or equivalent qualification from a recognized institution;
- iii. Certificate in computer proficiency from a recognized institution; and
- iv. Meets the requirements of chapter six of the constitution.

SENIOR DRIVER -CDACC JOB GRADE 7

VACANCY NO.: CDACC/9/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS. 49,500 - 84,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Administration Officer

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Carrying out routine checks on vehicle's cooling, oil, electrical and brake systems and tyre pressure;
- ii. Coordinating and detecting and reporting vehicle defects on time;
- iii. Ensuring cleanliness of all Council vehicle;
- iv. Driving the vehicle as authorized;
- v. Ensuring security and safety of the vehicle on and off the road, passengers and goods therein;
- vi. Maintaining daily work ticket;
- vii. Ensuring routine service and maintenance of the vehicle;
- viii. Timely reporting of accidents and follow up of police abstract;
- ix. Vehicle inspection and keeping up-to-date insurance documents; and
- x. Supervising and guiding junior drivers.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Served in the grade of Driver I at least three (3) years in the public service or in a reputable organization;
- ii. Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D' plain or its equivalent;
- iii. Valid Class BCE Driving License free from any endorsement;
- iv. Defensive Driving Certificate from a recognized institution;
- v. Certificate in computer applications from a recognized institution;
- vi. Refresher course for drivers lasting not less than one (1) week from a recognized institution; and
- vii. Meets the provisions of chapter six of the constitution.

DRIVER I - CDACC JOB GRADE 8

VACANCY NO.: CDACC/10/JAN.2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS. 39,500-71,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Driver

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Carrying out routine checks on vehicle's cooling, oil, electrical and brake systems and tyre pressure;
- ii. Detecting and reporting vehicle defects on time;
- iii. Ensuring vehicle cleanliness
- iv. Driving the vehicle as authorized;
- v. Ensuring security and safety of the vehicle on and off the road, passengers and goods therein;
- vi. Maintaining daily work ticket;
- vii. Ensuring routine service and maintenance of the vehicle;
- viii. Timely reporting of accidents and follow up of police abstract; and
- ix. Vehicle inspection and keeping up-to-date insurance documents.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Served in the grade of Driver II for at least three (3) years or in the public service or in a reputable organization;
- ii. Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D' plain or its equivalent;
- iii. Valid Class BCE Driving License free from any endorsement;
- iv. Defensive Driving Certificate from a recognized institution;
- v. Certificate in computer applications from a recognized institution;
- vi. A refresher course for drivers lasting not less than one (1) week from a recognized institution;
- vii. Shown merit and ability as reflected in work performance and results; and
- viii. Meets the provisions of chapter six of the constitution

DRIVER II -CDACC JOB GRADE 9

VACANCY NO: CDACC/11/JAN. 2019

NUMBER OF POSTS: THREE (3)

BASIC SALARY SCALE: KSH\$. 31,000-59,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Driver

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Carrying out routine checks on vehicle's cooling, oil, electrical and brake systems and tyre pressure;
- ii. Detecting and reporting vehicle defects on time; ensuring vehicle cleanliness; driving the vehicle as authorized;
- iii. Ensuring security and safety of the vehicle on and off the road, passengers and goods therein;
- iv. Maintaining daily work ticket;
- v. Ensuring routine service and maintenance of the vehicle;
- vi. Timely reporting of accidents and follow up of police abstract; and
- vii. Vehicle inspection and keeping up-to-date insurance documents.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D' plain or its equivalent;
- ii. Certificate in computer applications from a recognized institution.
- iii. Valid Class BCE Driving License free from any endorsement;
- iv. Occupational Trade Test Grade II for drivers;
- v. Meets the provisions of chapter six of the constitution

ASSISTANT INFORMATION COMMUNICATION TECHNOLOGY -CDACC JOB

GRADE 8

VACANCY NO.: CDACC/12/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS.39,500-71,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Assistant Information Communication Technology

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Undertake analysis of user requirements, implementation and support of ICT requirements by end-users;
- ii. Maintain, upgrade and carry out system administration of anti-virus products to secure the Authority's network from attacks;
- iii. Provide support to service desk operations;
- iv. Writing and testing computer programmes according to instructions and specifications prepared by a senior and experienced officer;
- v. Assisting in the implementation of the computer systems and providing user support, including training users; and
- vi. Performing technical, systems and user documentation.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. A Diploma in Computer Science, Information Communication Technology or its equivalent qualification from a recognized institution;
- ii. Shown merit and ability as reflected in work performance and result; and
- iii. Meets the provision of chapter six of the Constitution.

HUMAN RESOURCE ASSISTANT - CDACC JOB GRADE 8

VACANCY NO.: CDACC/13/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS.39,500-71,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Assistant Human Resource Officer

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Implementing human resource and administration decisions within existing rules, regulations and procedures;
- ii. Verification of information relating to recruitment, appointments, human resource management records and staff establishment;
- iii. Preparation of pay roll; and
- iv. Computing leaves.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Diploma in any of the following disciplines: - Human Resource Management/Development/Planning, Public Administration, Business Administration, Political Science/Government, Anthropology or equivalent qualification from a recognized institution;
- ii. Certificate in computer proficiency from a recognized institution; and
- iii. Meets the provision of chapter six of the Constitution.

ASSISTANT SUPPLY CHAIN MANAGEMENT OFFICER-CDACC JOB GRADE 8

VACANCY NO: CDACC/14/JAN. 2019

NUMBER OF POSTS: ONE (1)

BASIC SALARY SCALE: KSHS.39,500-71,500PM

Allowances will be paid as per the prevailing government guidelines.

An officer in this level will be reporting to the Senior Assistant Supply Chain Management Officer

KEY DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this grade will entail:

- i. Receiving and issuing stores;
- ii. Generating Goods Received Notes (GRN);
- iii. Sorting, dispatching and filing invoices and other documents;
- iv. Capturing and processing stores data;
- v. Complying with Public Procurement Legislation and Regulations;
- vi. Preparing requisitions for stocks replenishment; and
- vii. Monitoring the movement of stores.

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, an officer must have:

- i. Diploma in Purchasing and Supplies or Chartered Institute of Purchasing and Supplies (CIPS) Final or equivalent qualification from a recognized institution;
- ii. Certificate in Computer applications skills from a recognized institution;
- iii. Good communication and interpersonal skills; and
- iv. Meets the provision of chapter six of the Constitution.

HOW TO APPLY:

Those who fulfil the requirements of the positions should submit their applications clearly Quoting the Vacancy/Position and Vacancy Number on the envelope and application. The Application **MUST** be accompanied with detailed C.V stating the current position, work experience, postal address, telephone and email contacts, and copies of all relevant academic and professional certificates (only those stated in the job requirements) and, relevant to work testimonials.

Applicants should download and fill the Applicant's Personal Profile Form from our website.

*TVET Curriculum Development Assessment and Certification Council is an equal opportunity employer and does not charge any fee on job applicants. Female candidates, persons with disability who **possess the required qualifications** are encouraged to apply.*

Applications clearly indicating job applied for and addressed to the undersigned should be sent through the Post Office box, emailed or hand delivered on/or before **26th February, 2019** by 5.00pm:

The Council Secretary/CEO
TVET Curriculum Development Assessment and Certification Council
Kenyatta Avenue, Teleposta Towers, 25th Floor, Wing C
P.O Box 15745-00100-00100
NAIROBI-KENYA

Email: recruit.cdacc@gmail.com

Applicants who will be invited for interview will be expected to produce valid copies of Clearance certificates from the following organizations when they appear for interview in Fulfillment of the requirements of Chapter Six of the Kenyan Constitution.

- i. Valid self-declaration forms from Ethics and Anti-Corruption Commission specific to this job advertisement;
- ii. Valid tax compliance certificate from Kenya Revenue Authority (KRA)
- iii. Valid Credit Reference Bureau (CRB) clearance.
- iv. Police Clearance Certificate from the Directorate of Criminal Investigations (DCI) issued not more than one year ago from the date of this advert;
- v. Valid Higher Education Loans Board (HELB) clearance certificate;

For any queries please call this number +254777172002

**ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED
PLEASE NOTE THAT CANVASSING WILL LEAD TO AUTOMATIC DISQUALIFICATION**

Competence certification for economic development