

COUNTY GOVERNMENT OF KIAMBU



COUNTY PUBLIC SERVICE BOARD

P. O. Box 2362-00900

KIAMBU

VACANCIES

VACANT POSITIONS IN THE COUNTY GOVERNMENT OF KIAMBU - DEPARTMENT OF HEALTH SERVICES

Kiambu County Public Service Board is pleased to announce to the general public recruitment of the following health care workers drawn from the thirteen (13) cadres of health personnel on Contract Terms of Service.

1. ANAESTHESIOLOGIST - TWO (2) POSTS - (JOB GROUP CPSB 05)

For appointment to this post a candidate must:

- i. Be a holder of a Bachelor of Medicine and Bachelor of Surgery (MBChB) from an institution recognized in Kenya OR equivalent.
- ii. Be a holder of a MMED training in Anaesthesia from a university recognized in Kenya.
- iii. Be registered and recognized by the Medical Practitioners' and Dentists Board
- iv. Have in depth understanding of anaesthesia and management of pre-operative, operative and post-op patients.
- v. Satisfy the requirements of Chapter 6 of the Constitution of Kenya

DUTIES AND RESPONSIBILITIES

- i. Review and assessment of patients preoperatively.
- ii. Management of patients postoperatively.
- iii. Management of patients in theatres, ICU and HDU departments.
- iv. Giving continuous medical education on a regular basis.
- v. Undertake requisite professional development activities.
- vi. Performing any other duties delegated by your respective supervisor.

2. MEDICAL OFFICERS - FOURTEEN (14) POSTS - (JOB GROUP CPSB 07)

For appointment to this post a candidate must:

- i. Be a holder of a Bachelor of Medicine and Bachelor of Surgery (MBChB) from an institution recognized in Kenya OR equivalent.
- ii. Have successfully completed one-year internship in a hospital within Kenya.
- iii. Be registered and recognized by the Medical Practitioners' and Dentists Board

- iv. Have comprehensive understanding of basic surgical procedures,
- v. Have in depth understanding of management of common medical condition both inpatient and outpatient care.
- vi. Satisfy the requirements of Chapter 6 of the Constitution of Kenya

DUTIES AND RESPONSIBILITIES

- i. Management of patients in the outpatient department using current guidelines and protocols.
- ii. Management of patients in the inpatient department using current guidelines and protocols.
- iii. Running of emergency and elective theatre lists
- iv. Giving continuous medical education on a regular basis.
- v. Undertake requisite professional development activities
- vi. Performing any other duties delegated by your respective supervisor.

3. PHARMACEUTICAL TECHNOLOGIST III - EIGHT (8) POSTS - (JOB GROUP CPSB 11)

For appointment to this post a candidate must:

- i. Be a holder of a Diploma in pharmaceutical from an institution recognized in Kenya OR equivalent.
- ii. Have successfully completed one-year internship in a hospital within Kenya.
- iii. Be registered and recognized by the Pharmacy and Poisons Board.
- iv. Have comprehensive understanding of basic surgical procedures.
- v. Have in depth understanding of management of common medical conditions, both inpatient and outpatient care.
- vi. Satisfy the requirements of Chapter 6 of the Constitution of Kenya

DUTIES AND RESPONSIBILITIES

This is an entry and training grade for this cadre. An officer at this level will work under supervision and guidance of an experienced officer. Specific duties will include:

- i. Giving expert opinion on management of patients in the outpatient department using current guidelines and protocols.
- ii. Giving expert opinion on management of patients in the inpatient department using current guidelines and protocols.
- iii. Timely submission of reports as may be required.
- iv. Participating in supply chain management.
- v. Giving continuous medical education on a regular basis.
- vi. Undertake requisite professional development activities
- vii. Performing any other duties delegated by your respective supervisor.

4. CLINICAL OFFICER (CRITICAL CARE) - TWELVE (12) POSTS - (JOB GROUP CPSB 09)

For appointment to this post a candidate must:

- i. Be a Kenyan citizen;

- ii. Be a holder of Diploma in Clinical Medicine Surgery or Clinical Medicine & Community Health or an equivalent qualification from a recognized institution;
- iii. Be a holder of a Higher National Diploma in critical care from a recognized institution;
- iv. Certificate of Registration from the Clinical Officers' Council;
- v. Hold a valid practicing license
- vi. Have good inter-personal and communication skills;
- vii. Satisfy the requirements of Chapter 6 of the Constitution of Kenya.

DUTIES AND RESPONSIBILITIES

- i. Offering specialized critical care services
- ii. Responsible for the management of critical patients in wards, theatre and ICU/ HDU.
- iii. Sensitizing patients and clients on preventive and promotive health;
- iv. Coaching and mentoring students on attachment;
- v. Any other duty as may be assigned from time to time.

5. MEDICAL LABORATORY TECHNOLOGIST III - TEN (10) POSTS - (JOB GROUP CPSB 11)

For appointment to this post a candidate must:

- i. Be a Kenyan citizen.
- ii. Be a holder of a Kenya Certificate of Secondary Education (KCSE) mean grade C (plain) or its equivalent
- iii. Be a holder of a Diploma in Medical Laboratory Sciences or any other equivalent qualification from an institution recognized by the Kenya Medical Laboratory Technicians and Technologists Board.
- iv. Be registered by the Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB) with a valid practicing license.
- v. Have at least 2 years of working experience in a diagnostic Medical Laboratory
- vi. Be computer literate
- vii. Have good communication and interpersonal skills
- viii. Satisfy the requirements of Chapter 6 of the Constitution of Kenya.
- ix. Have good organizational skills.
- x. Have the ability to foster a good working environment conducive to excellent customer service.
- xi. Have knowledge of general safety and quality assurance procedures.

DUTIES AND RESPONSIBILITIES

This is an entry and training grade for this cadre. An officer at this level will work under supervision and guidance of an experienced officer. Specific duties will include:

- i. Conducting laboratory testing procedures as per the required SOPs.
- ii. Establishing routine work flow; develop and refine SOPs, job aids, log books, and referral forms as needed; conduct lab activities that improve test performance and decrease turnaround time
- iii. Development and implementation of an equipment maintenance program.
- iv. Reagent quantification, forecasting and timely reporting to the lab Manager, SCMLT, and CMLC.
- v. Providing technical information to physicians, patients and other health care workers in regard to lab diagnostic work
- vi. Receiving, collecting, labelling, registering, storage and Transportation of lab specimens;

- vii. Preparation of lab reagents
- viii. Conducting any other duty as may be prescribed by the supervisor

6. PHYSIOTHERAPIST - TEN (10) POSTS - (JOB GROUP CPSB 11)

For appointment to this grade, a candidate must:

- i. Be a Kenyan citizen.
- ii. Be a holder of a Kenya Certificate of Secondary Education (KCSE) mean grade C (plain) or its equivalent
- iii. Be a holder of a Diploma in Physiotherapy from an institution recognized in Kenya.
- iv. Be registered by the Kenya Society of Physiotherapists with a valid practicing license.
- v. Be registered by Physiotherapy Council in Kenya
- vi. Have at least 2 years of working experience offering physiotherapy services.
- vii. Be computer literate
- viii. Have good communication and interpersonal skills
- ix. Satisfy the requirements of Chapter 6 of the Constitution of Kenya.
- x. Have good organizational skills.
- xi. Have the ability to foster a good working environment conducive to excellent customer service.
- xii. Have knowledge of general safety and quality assurance procedures.

DUTIES AND RESPONSIBILITIES

This is an entry and training grade for this cadre. An officer at this level will work under supervision and guidance of an experienced officer. Specific duties will include:

- i. Conducting physiotherapy procedures as per the required SOPs.
- ii. Establishing routine work flow
- iii. Development and implementation of an equipment maintenance program.
- iv. Providing technical information to physicians, patients and other health care workers in regard to lab diagnostic work
- v. Conducting any other duty as may be prescribed by the supervisor

7. REGISTERED NURSE [1] (INTENSIVE CARE UNIT (PICU) NURSE) - TWENTY (20) POSTS - (JOB GROUP CPSB 09)

For appointment to this grade, a candidate must:

- i. Be a holder of a Diploma in any of the following disciplines: Kenya Registered Community Health Nursing, Kenya Registered Nursing, Kenya Registered Midwifery, from a recognized institution
- ii. Be a holder of a Higher Diploma in Critical care nursing from a recognized institution
- iii. Possess a Registration Certificate issued by the Nursing Council of Kenya
- iv. Possess a valid practicing license from the Nursing Council of Kenya
- v. Have shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES

- i. Initiation of patient care and machine monitoring in the critical care unit.
- ii. Nursing care prior to and following specialized surgery.

- iii. Organizing for and coordinating continuous medical education for staff on critical care.
- iv. Ensuring a safe environment for care of critical patients.
- v. Assessing, planning, implementing nursing interventions and evaluating patient's outcomes.
- vi. Diagnosing common health conditions.
- vii. Referring patients and clients appropriately.
- viii. Facilitating patients' admission and initiating discharge plans.
- ix. Maintaining records on patients'/clients health condition and care.

8. REGISTERED NURSE III – TWENTY (20) POSTS - (JOB GROUP CPSB 11)

For appointment to this grade, a candidate must:

- i. Be a holder of a Diploma in any of the following disciplines: Kenya Registered Community Health Nursing or Kenya Registered Midwifery
- ii. Possess a Registration Certificate issued by the Nursing Council of Kenya
- iii. Possess a valid practicing license from Nursing Council of Kenya

DUTIES AND RESPONSIBILITIES

This is an entry and training grade for this cadre. An officer at this level will work under supervision and guidance of an experienced officer. Specific duties will include:

- i. Assessing, planning, implementing nursing interventions and evaluating patient's outcomes
- ii. Providing appropriate healthcare services including integrated management of childhood illness (IMCI), family planning, immunization, PMTCT, Ante-Natal Care and delivery.
- iii. Providing health education and counselling to patients/clients and community on identified health needs.
- iv. Referring patients and clients appropriately.
- v. Facilitating patients' admission and initiating discharge plans.
- vi. Maintaining records on patients'/clients health condition and care.
- vii. Ensuring a tidy and safe clinical environment; and collecting and compiling data.

9. CLINICAL PSYCHOLOGISTS - FOUR (4) POSTS - (JOB GROUP CPSB 09)

For appointment to this grade, a candidate must:

- i. Be a holder of a Bachelor's Degree in Psychology from an institution recognized in Kenya, Master's Degree will be an added advantage.
- ii. Be recognised and registered by the relevant professional bodies
- iii. Have a minimum of two years' experience.
- iv. Have in depth understanding of management of common mental health conditions both inpatient and outpatient care.
- v. Satisfy the requirements of Chapter 6 of the Constitution of Kenya

DUTIES AND RESPONSIBILITIES

- i. Provision of psychology and mental health services to patients in the outpatient department using current guidelines and protocols.
- ii. Provision of psychology and mental health services to patients in the inpatient department using current guidelines and protocols.

- iii. Provision of psychological assessment and services to staff
- iv. Giving continuous medical education on a regular basis.
- v. Undertake requisite professional development activities
- vi. Performing any other duties delegated by your respective supervisor.

10. CLINICAL OFFICER (ANAESTHETISTS)- FOUR (4) POSTS - (JOB GROUP CPSB 09)

For appointment to this grade, a candidate must:

- i. Be a Kenyan citizen;
- ii. Be a holder of Diploma in Clinical Medicine Surgery or Clinical Medicine & Community Health or an equivalent qualification from a recognized institution;
- iii. Be a holder of a Higher National Diploma in Anaesthesia from a recognized institution;
- iv. Possess a Certificate of Registration from the Clinical Officers' Council;
- v. Possess a valid practicing license
- vi. Must have good inter-personal and communication skills;
- vii. Satisfy the requirements of Chapter 6 of the Constitution of Kenya.

DUTIES AND RESPONSIBILITIES

- i. Offering specialized anaesthesia services
- ii. Responsible for the theatre and ICU management of patients.
- iii. Sensitizing patients and clients on preventive and promotive health;
- iv. Coaching and mentoring students on attachment;
- v. Any other duty as may be assigned from time to time.

11. NURSE ANAESTHETISTS - TWO (2) POSTS - (JOB GROUP CPSB 09)

For appointment to this grade, a candidate must:

- i. Be a holder of a Diploma in any of the following disciplines: Kenya Registered Community Health Nursing, Kenya Registered Nursing, Kenya Registered Midwifery from a recognized institution
- ii. Be a holder of a Higher Diploma in Anaesthesia from a recognized institution
- iii. Possess a Registration Certificate from the Nursing Council of Kenya
- iv. Possess a valid practicing license as a nurse anaesthetist
- v. Have knowledge of Operating Theatre (O. T.) procedures, standards and equipment;

DUTIES AND RESPONSIBILITIES

- i. Pre-Anaesthetic Preparation and Evaluation of patients.
- ii. Intra-operative care to include: Obtaining, preparing, and using standard equipment, monitors, supplies and drugs used for the administration of anaesthesia and sedation techniques, performing and ordering safety checks as needed. Administer general anaesthesia and regional anaesthesia.
- iii. Post Anaesthesia Care to patients
- iv. Clinical support functions to patients.
- v. Giving expert opinion on management of patients

12. ASSISTANT PUBLIC HEALTH OFFICERS III - TEN (10) POSTS - (JOB GROUP CPSB 11)

For appointment to this grade, a candidate must:

- i. Be a holder of a Diploma in either Environmental Health Science or Public Health inspection from a recognized institution
- ii. Be registered by APHOTEC- Valid registration certificate
- iii. Hold a Certificate in Computer Application Skills from a recognized institution

DUTIES AND RESPONSIBILITIES

This is an entry and training grade for this cadre. An officer at this level will provide Environmental Health Extension services in the area of deployment, where specific duties and responsibilities will include:

- i. Mobilizing, sensitizing and advising communities on matters related to environmental health
- ii. Referring health cases to relevant health facilities
- iii. Carrying out immunization
- iv. Identifying environmental health issues at community level.
- v. Organizing community health days to advice communities on common Public health issues.
- vi. Collecting and maintaining up to date records of services rendered
- vii. Assessing health needs of the community
- viii. Implementing vector, vermin and rodent control measures and
- ix. Implementing integrated mosquito control strategies

13. PUBLIC HEALTH OFFICER - FOUR (4) POSTS - (JOB GROUP CPSB 09)

For appointment to this grade a candidate must:

- i. Be a holder of a Bachelor's Degree in Environmental Health or Public Health from a recognized institution
- ii. Possess a certificate of competence from the Association of Public Health officers
- iii. Be registered by APHOTEC - Valid registration certificate
- iv. Hold a Certificate in Computer Application Skills from a recognized institution

DUTIES AND RESPONSIBILITIES

This is an entry and training grade for this cadre. An officer at this level will provide Environmental Health Extension services in the area of deployment, where specific duties and responsibilities will include:

- i. Identifying environmental health issues at community level.
- ii. Compiling and maintaining up to date records of services rendered.
- iii. Assessing health needs of the community
- iv. Implementing sanitation and hygiene standards in the community.
- v. Sensitizing communities on food and water safety measures and
- vi. Compiling data on disease trends

How to apply

- i. Applicants should forward duly [completed application form \(Attached on website Ref DHS 012020\) AND Curriculum Vitae](#) to the email relevant to your application. Select from the email accounts indicated below.
- ii. The Board will NOT accept any hand delivered or postal applications, ALL Applications are strictly through the emails provided.

Email Addresses

No	Cadre	Email
1	ANAESTHESIOLOGIST - TWO (2) POSTS - (CPSB 05)	consultant_anaesthetists@kiambu.go.ke
2	MEDICAL OFFICERS - FOURTEEN (14) POSTS - (CPSB 07)	medical.officers@kiambu.go.ke
3	PHARMACEUTICAL TECHNOLOGIST III - EIGHT (8) POSTS - (CPSB 11)	pharmacies@kiambu.go.ke
4	CLINICAL OFFICER (CRITICAL CARE) - TWELVE (12) POSTS - (CPSB 09)	critical_care@kiambu.go.ke
5	MEDICAL LABORATORY TECHNOLOGIST III - TEN (10) POSTS - (CPSB 11)	lab-technicians@kiambu.go.ke
6	PHYSIOTHERAPIST - TEN (10) POSTS - (CPSB 11)	physiotherapists@kiambu.go.ke
7	REGISTERED NURSE [1] (INTENSIVE CARE UNIT (PICU) NURSE) - TWENTY (20) POSTS - (CPSB 09)	nurses@kiambu.go.ke
8	REGISTERED NURSE III - TWENTY (20) POSTS - (CPSB 11)	registered_nurse3@kiambu.go.ke
9	CLINICAL PSYCHOLOGISTS - FOUR (4) POSTS - (CPSB 09)	psychologist@kiambu.go.ke
10	CLINICAL OFFICER (ANAESTHETISTS) - FOUR (4) POSTS - (CPSB 09)	anaesthetists@kiambu.go.ke
11	NURSE ANAESTHETISTS - TWO (2) POSTS - (CPSB 09)	nurse_anaesthetist@kiambu.go.ke
12	ASSISTANT PUBLIC HEALTH OFFICERS III - TEN (10) POSTS - (CPSB 11)	assistant_pho@kiambu.go.ke
13	PUBLIC HEALTH OFFICER - FOUR (4) POSTS - (CPSB 09)	phos@kiambu.go.ke

Please Note:

- i. Only short-listed and successful candidates will be contacted.**
- ii. Canvassing in any form will lead to automatic disqualification**
- iii. Short-listed candidates shall be required to produce originals of their National Identity Card, academic and professional certificates and transcripts during interviews.**
- iv. The County Public Service Board is committed to availing equal employment opportunities to all Kenyans. People with disabilities, the marginalized and minorities are encouraged to apply.**

Interested and qualified persons are requested to make their email applications so as to reach the undersigned on or before **26th August, 2020 at 5.00 pm.**

**Secretary/CEO
County Public Service Board
County Government of Kiambu
P. O. Box 2362-00900
KIAMBU**