

REPUBLIC OF KENYA



EMBU COUNTY PUBLIC SERVICE BOARD

P.O Box 2871 – 60100, Trade Office, 2nd Floor, Kaunda Street- Embu

ADVERTISEMENT

Pursuant to the Constitution of Kenya 2010 Section 235 and the County Government Act 2012 Section 58, the County Public Service Board of Embu wishes to recruit competent and qualified persons to fill the following vacant positions in the Embu County Public Service Board.

1. MEDICAL LABORATORY TECHNOLOGIST III -THREE (3) POSTS, CPSB 25/2017

Requirements for Appointment

- KCSE Grade C at least C in Biology, Chemistry, English, Kiswahili and C Maths or Physics.
- Diploma in Medical Laboratory Sciences
- Be registered as a Medical Laboratory Technologist by the Kenya Medical Laboratory Technicians and Technologists Board
- Have a valid practicing license from the professional body
- Certificate in computer application skills from a recognized institution.
- Higher diploma will be an added advantage

Duties and Responsibilities

- Offer general and diagnostic and other laboratory services
- Offer blood transfusion services
- Conducting clinical teaching and assessment of nursing staff and students
- To work under guidance of a more senior officer

Terms of Employment

- Medical Laboratory Technologist III
- Job group 'H'
- Permanent and Pensionable

2. REGISTERED CLINICAL OFFICER III – THREE (3) POSTS, CPSB 26/2017

Requirements for Appointment

- Must have Diploma in Clinical Medicine and surgery from recognized institution
- Must be registered with the Clinical Officers Council

- Have a valid practicing license with Clinical officers Council of Kenya

Duties and Responsibilities

- General clinical care which includes assessing, planning, implementing clinical interventions and evaluating patient outcome,
- Will work under the guidance of senior officers

Terms of Employment

- Registered clinical officer III
- Job group 'H'
- Permanent and Pensionable

3. REGISTERED NURSE III - FOUR (4) POSTS, CPSB 27/2017

Requirements for Appointment

- Diploma in any of the following; Kenya Registered Community Health Nursing, Kenya Registered Nursing, Kenya Registered Midwifery or Kenya Registered Nursing/ Mental Health and Psychiatry from recognized Institution
- Be registered with Nursing Council of Kenya
- Have a valid practicing license from Nursing Council of Kenya
- Certificate in computer application skills from recognized institutions.

Duties and Responsibilities

- General Nursing care which includes assessing, planning, implementing nursing interventions and evaluating patient outcome, IMCI, PMTCT, Immunization, ANC care and delivery among others.
- Will work under the guidance of senior officers

Terms of Employment

- Registered Nurse III
- Job group 'H'
- Permanent and Pensionable

4. SENIOR REGISTERED NURSE (NEPHROLOGY) –TWO (2) POSTS,CPSB 28/2017

Requirements for Appointment

- Certificate in Renal Nursing (or its equivalent) and at least 2 years' experience in dialysis nursing in a dialysis unit in a major hospital, or
- At least 3 Months in an institution based/affiliated dialysis unit, Preferably KNH if they do not have a course certificate.
- All nursing staff shall have undergone formal certified training in cardiopulmonary resuscitation. The certified training in basic life support shall be current and up-to-date.
- Be registered with Nursing Council of Kenya
- Have a valid practicing license from Nursing Council of Kenya
- Higher diploma in nephrology will be an added advantage.

Duties and Responsibilities

- General Nursing care and specifically pertaining to Renal conditions
- Monitor the patients throughout the dialysis procedure, to be on hand to deal with any emergency that may arise, and also to alert the physician.

- Conducting clinical teaching and assessment of nursing staff and students.
- To work under guidance of senior officers

Terms of Employment

- Senior Nursing Officer
- Job group 'L'
- Permanent and Pensionable

5. NUTRITION AND DIETETICS TECHNOLOGIST III- ONE (1) POST, CPSB 29/2017

Requirements for Appointment

- Diploma in Community Nutrition from a recognized institution
- Be registered by the Council of the Institute of Nutritionists and Dieticians(CIND)
- A nutritionist trained in dietetics
- Certificate in computer application skills from a recognized institution

Duties and Responsibilities

- Conducting nutrition assessment, nutrition screening and referring patients
- Carry out child /ANC growth monitoring and promotion activities
- Run OPD supplementary and Therapeutic Feeding programmes
- Carry out micronutrient supplementation
- Carry out nutrition education and counseling to clients
- To work under guidance of senior officers.

Terms of Employment

- Nutrition and Dietetics Technologist III
- Job group 'H'
- Permanent and Pensionable

6. PHYSIOTHERAPIST III - ONE (1) POST, CPSB 30/2017

Requirements for Appointment

- Diploma in Physiotherapy from Kenya Medical Training Institute or a recognized institution
- Have a valid registration and practice license with Kenya Society of Physiotherapists(KSP)
- Training in Trauma/orthopedic, Manipulative Therapy, Spinal and Neuro rehabilitation, critical care physiotherapy, palliative care will be an added advantage.

Duties and Responsibilities

- Treating/ rehabilitating patients/ clients in ICU/ Renal unit/ wards, OPD and in the community
- Maintaining records relating to patients
- Conduct Community Health care activities
- Will work under the supervision and guidance of experienced officers.

Terms of Employment

- Physiotherapist III
- Job group 'H'

- Permanent and Pensionable

7. DRIVER III- ONE (1) POST, CPSB 31/2017

Requirements for Appointment

- Minimum KCSE Certificate mean grade D (Plain)
- Valid driving licenses free from any current endorsement (s)
- Attended a first Aid Certificate Course lasting not less than one week At St John Ambulance of Kenya
- Defensive driving from the Kenya Institute of Highway and Building Technology (KIHBT) or any other recognized Institution
- Passed suitability test for Driver Grade III.
- Valid certificate of good conduct from the Kenya police
- A minimum of Two years' experience

Terms of Employment

- Driver III
- Job Group 'D'
- Permanent and Pensionable

8. HUMAN RESOURCE MANAGEMENT ASSISTANT III - ONE (1) POST, CPSB 32/2017

Requirements for Appointment

- Diploma In Human Resource management from a recognized institution
- Certificate in Computer Application Skills from a recognized institution
- Previous working experience with HR in the civil service is an added advantage.
- Registered with Institute of Human Resource Management of Kenya.

Duties and Responsibilities

- Implementing decisions within the existing rules, regulations and procedures
- Supervise clerical officers and other support staff.
- To work under guidance of senior officers.

Terms of Employment

- Human Resource Management Assistant III
- Job group 'H'
- Permanent and Pensionable

9. ASSISTANT DIRECTOR PUBLIC HEALTH - (EPIDEMIOLOGIST)- ONE (1) POST, CPSB 33/2017

Requirements for Appointments

- Graduate or post-graduate degree in Public Health, Epidemiology, Statistics or Biostatistics, or related field.
- At least 5 years of demonstrated experience in M&E of large-scale development programs in public sector.
- Experience working or consulting for the UN agencies or Kenya government agencies would be added advantage

- Experience in data collection, statistical analysis, quantitative and qualitative research, and dissemination of results will be an added advantage.
- Previous experience in health sector is preferred.
- Good communication and interpersonal skills, and the ability to work in a team
Fluency in English and Kiswahili.
- Certificate in Senior management course lasting not less than four (4) weeks from a recognized institution.

Duties and Responsibilities

- Provide support in preparing health sector strategies and work plans in line with county development priorities.
- Provide technical support in surveillance, mapping, epidemiological research and evaluations (including study design/sampling strategies, analysis and presentation of data) to the relevant stake holders in the county, nationally and internationally
- Supervise M&E, Management Information Systems (MIS) and Knowledge Management/ Communications team members to ensure that all program results are included in program documents
- Conduct periodic analyses of current epidemiological data related to disease surveillance in the County.
- Provide technical assistance as needed in other areas of data management (EQA) programs, studies, etc
- Work under the supervision of Director Medical Services Embu County.

Terms of Employment

- Assistant Director Public Health - (Epidemiologist)
- Job group 'P'
- Permanent and Pensionable

10. MEDICAL OFFICER – SIX (6) POSTS, CPSB 34/2017

Requirement for appointment

- Bachelor of Medicine and Bachelor of Surgery (M.B Ch B) degree from a University recognized by Medical Practitioners and Dentist Board
- Successfully completed one(1) year Internship from a recognized institution
- Registration License from the Medical Practitioners and Dentist Board, and
- Certificate in Computer Application skills from a recognized institution.

Duties and Responsibilities

- Diagnosing, caring and treating diseases
- Performing medical and surgical procedures
- Preparing and responding to emergencies and disasters
- Participating in management of medicines, medical instruments and equipment,
- Providing health education, maintaining medical records, health information and data.
- An officer at this level will work under guidance of senior Officers.

Terms of Employment

- Medical Officer
- Job group 'M'
- Permanent and Pensionable

11. SENIOR MEDICAL SPECIALIST- GENERAL SURGEON - ONE (1) POST, CPSB 35/2017

Requirement for Appointment

- Bachelor of Medicine and Bachelor of Surgery (M.B.Ch.B) degree from an institution recognized by Medical Practitioners and Dentist Board.
- Master degree in any of the following fields: Internal Medicine, Anesthesia, Cardiothoracic Surgery, Dermatology, Ear nose and Throat, Family Medicine and General Surgery or equivalent qualification from an institution recognized by the Medical Practitioners and Dentist Board.
- Certificate of Registration by the Medical Practitioners and Dentist Board
- Valid practicing license from Medical Practitioners and Dentist Board
- Certificate in Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized institution
- Certificate in computer application skills from a recognized institution and
- Demonstrated professional competence and managerial capability as reflected in work performance and results.
- Work under supervision of senior officers.

Duties and Responsibilities

- Performing complex and advanced clinical patient management in area of specialization including, Internal Medicine, General Surgery or other specialties recognized by the Board.
- Coordinating training, coaching and mentoring of health personnel,
- Managing health stores including essential medicines and / or plant and equipment.
- Developing medical Standard Operating Procedures (SOPs) and protocols, developing training curricular and syllabi in collaboration with training institution.

Terms of Employment

- Senior Medical Specialist- General Surgeon
- Job group 'R'
- Permanent and Pensionable

12. ASSISTANT PUBLIC HEALTH OFFICER III – FOUR (4) POSTS, CPSB 36/2017

Requirements for Appointment

- Diploma in Environmental Health Sciences or Public Health Technology from a recognized institution
- Certificate in Computer Application Skills from a recognized institution.

Duties and Responsibilities

- Mobilizing, sensitizing and advising communities on matters related to environmental health
- Referring health cases to relevant health facilities,
- Carrying out immunization
- Identifying environmental health issues at household level
- Organizing community health days to advise communities on common public health issues
- Collecting and maintaining up to date records of services rendered and assessing health need of the community.
- An officer at this level will provide Environment Health Extension services in the area of deployment.
- Work under supervision of senior officers

Terms of Employment

- Assistant Public Health Officer III
- Job group 'H'
- Permanent and Pensionable

13. PHARMACEUTICAL TECHNOLOGIST III –THREE (3) POSTS, CPSB 37/2017

Requirement for Appointment

- Have successfully completed three years Diploma in Pharmaceutical Technology or possess and equivalent recognized qualification.

Duties and Responsibilities

- Dispensing and compounding medicine
- Verifying and maintain information relating to drugs issued to patients
- Ordering and recording of drugs and other supplies
- Guiding and counseling trainees and supervision of other staff working under him or her.
- Work under supervision of senior officers

Terms of Employment

- Pharmaceutical Technologist III
- Job group 'H'
- Permanent and Pensionable

14. SENIOR REGISTERED NURSE - CRITICAL CARE –ONE (1) POST, CPSB 38/2017

Requirements for Appointment

- Certificate in ICU and Critical Care Nursing (or its equivalent) and at least 2 years' experience in ICU nursing in a ICU unit in a major hospital,

- or at least three (3) months in an institution based/affiliated ICU unit , Preferably KNH if they do not have a course certificate.
- Basic and Advanced Life Support Training
- Should have undergone formal certified training in cardiopulmonary resuscitation.
- The certified training in basic life support shall be current and up-to-date
- Be registered with Nursing Council of Kenya
- Have a valid practicing license from Nursing Council of Kenya
- Higher diploma in critical care Nursing will be added advantage.
- Able to work in renal unit

Duties and Responsibilities

- General Nursing care and Critical care nursing
- Monitor the patients throughout and to be on hand to deal with any emergency that may arise, and also to alert the physician.
- Conducting clinical teaching and assessment of nursing staff and students
- Work under supervision of senior officers.

Terms of Employment

- Senior Nursing Officer – Critical Care
- Job group ‘L’
- Permanent and Pensionable

15. SUPPORT STAFF (MORTUARY ATTENDANT)- TWO (2) POSTS, CPSB 39/2017

Requirements for Appointment

- Minimum KCSE Certificate Mean grade D Plain
- Certificate in forensic training
- Any other relevant course will be an added advantage

Duties and Responsibilities

Mortuary services

Terms of Employment

- Mortuary Attendant
- Job group ‘D’
- Permanent and Pensionable

HOW TO APPLY

The candidate should attach photocopies of the following documents:

- National Identity Card**
- Academic, Professional Certificates and testimonials**
- Clearance certificate from Higher Education Loan Board (HELB); Kenya Revenue Authority (KRA); Directorate of Criminal Investigation (DCI); Ethics and Anti-Corruption Commission (EACC); and Credit Reference Bureau (CRB)**

iv. Any other relevant supporting documents.

All applicants are requested to download application form and a detailed document containing requirements relevant to the positions advertised from Embu County website:-***www.embu.go.ke***

Any candidate who directly or indirectly canvases shall lead to automatic disqualification.

All applications should be sent to the undersigned on or before **4th January, 2018.**

**THE SECRETARY/CEO
PUBLIC SERVICE BOARD
P.O BOX 2871-60100, EMBU**

NB: 1.Only short listed candidates shall be contacted.

2. The reference number of the position being applied **MUST** be indicated on the envelop and the Application.

Embu County Government is an equal opportunity employer