

## **KIRINYAGA COUNTY GOVERNMENT**



### **COUNTY PUBLIC SERVICE BOARD**

#### **VACANCIES**

Pursuant to the constitution of Kenya 2010 (Articles 185(2) (186 (1) and 187 (2) on distribution of functions between the National Government and the County Government's Act No.17 of 2012:- The County Government of Kirinyaga invites applications from suitably qualified persons to fill the following vacant positions:

#### **Nursing Officers (Nephrology) – 2 Posts**

**JOB REF: CPSB/MOH/19/04/01/17**

**JOB GROUP: L**

**Terms of Service: Permanent & Pensionable**

#### **Duties and Responsibilities**

- Nursing and assessment of patients;
- Education to patients and their families;
- Initiation of dialysis, patient and machine monitoring during dialysis and termination of the dialysis procedure;
- Home dialysis training;
- Nursing care prior to and following renal transplant;
- Care of renal patients in the secondary stage involving rehabilitation and in the tertiary stage;
- Organizing for and coordinating training for staff on renal care
- Ensuring a safe environment for care of patients.
- Taking appropriate care of patients with kidney disease who receive dialysis or renal transplants;

- Providing patients with the necessary information;
- Educating patients regarding risk factors that can result from chronic kidney disease;
- Supervising and mentoring NO-Interns; and
- Any other duties as may be assigned from time to time.
- Maintaining records on patients/Clients health condition and care.
- Evaluating healthcare outcomes on patients/ clients and preparing individualized reports;
- Planning, implementing interventions and preparing periodic reports;
- Identifying occupational health needs and making appropriate recommendations. Verifying and maintaining information relating to patients admission
- Keeping records of drugs and supplies
- Guiding, supervising and counseling staff performing routine duties

**Requirements**

For appointment to this position, a candidate must:

- Be a Kenyan citizen;
- Diploma in Community health nursing from Kenya Medical Training College or any other recognized Institution;
- Be a holder of a higher diploma in Nephrology Nursing from a recognized training institution;
- Registration Certificate issued by the Nursing Council of Kenya;
- Valid Practicing License from Nursing Council of Kenya
- Produce evidence of successfully completed internship.
- Working experience will be an added advantage;
- Demonstrate understanding of and commitment to the values and principles outlined in Articles 10 and 232 of the Constitution;
- Must have good inter-personal and communication skills;
- Must be conversant with computer applications.
- Civil Servants in Job Group K are encouraged to apply

**Medical Laboratory Technologist III – 5 Posts**

**JOB REF: CPSB/MOH/19/04/02/17**

**JOB GROUP: H**

**Terms of Service: Permanent & Pensionable**

**Duties and Responsibilities**

- Preparing Reagents;
- Examining specimens;
- Writing and recording results;
- Decontaminating working benches;
- Receiving and scrutinizing requisition forms for accuracy;
- Preparing clients for collection of specimens;
- Receiving/collecting, labelling and registering specimens;
- Diaggregating specimens for processing and analysis
- Performing routine diagonistic tests;
- Dispatching the results for clinical management;
- Preparing stains;
- Performing blood grouping;
- Issuing blood and blood products to Peripheral health facilities;
- Storing blood products according to their requirements.

**Requirements**

For appointment to this position, a candidate must:

- Diploma in Medical Laboratory Sciences from a recognized institution or any other equivalent qualification from an institution recognized by the Kenya Medical Laboratory Technicians & Technologists Board (KMLTTB);
- Registration Certificate issued by the Kenya Medical Laboratories Technicians & Technologists Board (KMLTTB);
- Valid Practicing Certificate from Kenya Medical Laboratory Technicians & Technologists Board (KMLTTB);
- Certificate in computer application skills from a recognized institution;
- Shown merit and ability as reflected in work performance and results.

**Registered Clinical Officer (Anaesthetist) – 5 Posts**

**JOB REF: CPSB/MOH/19/04/03/17**

**JOB GROUP: K**

**Terms of Service: Permanent & Pensionable**

**Duties and responsibilities**

- Preparing patients for surgery by explaining any risk or side effects.
- Giving anesthetics to patients.
- Observe and monitor patients during surgery and responding quickly to any changes.
- Resuscitate and stabilize patients in the emergency department.
- Carrying out minor surgical procedures as per training and skills.
- Taking history, examining, diagnosing and treating patients' common ailments at an outpatient or inpatient health facility;
- Implementing Community Health care activities in liaison with other health workers;
- Guiding and Counseling patients, clients and staff on health issues;
- Sensitizing patients and clients on preventive and promotive health;
- Collecting and compiling clinical data; and
- Referring patients and clients to appropriate health facilities.

**Requirement for appointment**

For appointment to this grade, an officer must have:-

- Diploma in Clinical Medicine and Surgery from a recognised Medical Training institution.
- Be a holder of higher National Diploma in Anesthesia from Kenya Medical Training College or any recognised training Institution.
- Certificate of Registration from the Clinical Officer' Council.
- Certificate in Computer Application Skills from a recognised institution.
- Ready to cope with a high and varied work load including emergency situations.

**Medical Social Worker III – 2 Posts**

**JOB REF: CPSB/MOH/19/04/04/17**

**JOB GROUP: H**

**Terms of Service: Permanent & Pensionable**

**Duties and responsibilities**

- An officer at this level will be a member of a health team addressing the psychological effects as related to patients diagnosis, prognosis and future resettlement;
- Counseling of patients especially in cases associated with pandemic diseases, mental illness, HIV/AIDS, epilepsy etc.

**Requirement for appointment**

For appointment to this grade, an officer must have:-

- Kenya Certificate of Secondary Education (KCSE) mean grade C or its equivalent qualification;
- Diploma in any of the following:
  - ✓ Social work.
  - ✓ Sociology
  - ✓ Psychology
  - ✓ Anthropology
  - ✓ Mental Health or its equivalent qualification from a recognised Institution.
- Certificate in Computer Application Skills from a recognised institution.

**Nutrition and Dietician Officer III – 2 Posts**

**JOB REF: CPSB/MOH/19/04/05/17**

**JOB GROUP: H**

**Terms of Service: Permanent & Pensionable**

**Duties and responsibilities**

- Planning, Monitoring, implementing and evaluating specific nutrition projects in the community;
- Sensitizing and working with community workers particularly in Agriculture, Social Services, Education and other agencies to help them understand more the nutrition problems in the community and advocate actions for improvement;
- Implementing nutrition program;
- Providing nutrition services in the healthcare facilities;
- Conducting nutrition services;
- Collecting and compiling nutrition data;
- Providing nutrition health education and demonstration;
- Counseling patients with specific nutrition needs;
- Monitoring and preparation of therapeutic feeds;
- Implementing outpatient and inpatient supplementary and therapeutic feeding program;
- Promoting maternal, infant and young children feeding programs;
- Providing micronutrient supplementation;
- Supervising and guiding staff working under the officer;
- Any other duties as may be assigned from time to time

**Requirement for appointment**

For appointment to this grade, an officer must have:-

- Be a holder of a Diploma in Nutrition from a recognized medical Training College;
- Holder of KCSE mean grade 'C' or its equivalent;
- Be registered by the Kenya Nutrition Dietetics Institute (KNDI);
- Certificate in Computer Application Skills from a recognised institution.

**Drivers - 2 Posts,**

**JOB GROUP E.**

**JOB REF: CPSB/DRI/19/04/06/2017**

**Terms: Permanent & Pensionable**

**Duties and Responsibilities**

- Driving motor vehicles as authorized
- Safety of passengers and goods
- Maintaining work tickets for motor vehicles as authorized
- Detecting and reporting motor vehicles of vehicle systems
- Maintaining cleanness of motor vehicles
- Ensuring security of vehicle on and off the road
- Checking routine checks of vehicle systems

**Requirements for appointment**

- Minimum KCSE Grade D or its Equivalent
- Valid driver's license class BCE
- Certificate of Good conduct
- Minimum three years of driving

**Added advantage**

- Defensive driving Certificate
- First Aid Certificate

**How to Apply**

All applications should be sent by post quoting the job reference number on the subject of the application and on the envelop.

Applications can also be hand delivered to the County Governor's office, Kirinyaga at the **County Public Service Board Office (Room 18)** on or before **12<sup>th</sup> May 2017**.

Only shortlisted candidates will be contacted.

The Successful candidate will be required to produce: Clearance Certificate from CID, HELB, KRA, EACC, and CRB.

Women who meet the specified requirements are encouraged to apply.  
The Salary and benefits attached to this post may be subject to review as would be advised by Salaries and Remuneration Commission.

**The Kirinyaga County Government is an equal opportunity employer.**

Secretary  
Kirinyaga County Public Service Board  
P.O Box 260-10304  
**KUTUS.**