

COUNTY GOVERNMENT OF WAJIR



COUNTY PUBLIC SERVICE BOARD

VACANCIES

Applications are invited for suitably qualified persons for the following positions in the County Department of Medical Services, Public Health & Sanitation

1. Advert No. WCPSB/019/18: CLINICAL OFFICER III JOB GROUP H (15 Posts)

a) Duties and Responsibilities

- Seeing and examining patients
- Diagnosing and treating patients ailments at an outpatient department in a hospital or health centre
- Assist in planning and conducting Primary Health Care activities
- Teaching students attached to hospitals and health centres
- Supervising and counselling a small number staff engaged on routine patients' care and giving support and health education to patients

b) Requirement for Appointment

For appointment to this grade, a candidate must:

- Be in possession of KCSE C Plain with at least a C in Biology, English or Kiswahili and a C- in any other two Science subject
- Having Successfully completed at least three years pre-service training at a Medical Training College or any other recognized Medical Training Institution and have been awarded a Diploma in Clinic Medicine or its equivalent
- Have been registered by the Clinical Officers Council

2. Advert No. WCPSB/020/18: ENROLLED NURSE III JOB GROUP G (15 Posts)

a) Duties and Responsibilities

- Assessing patients & clients and establishing health care needs
- Planning and implementing nursing care interventions based on patients/clients' health needs
- Providing appropriate healthcare service like immunization, ante-natal care delivery, referring patients and clients appropriately
- Evaluating healthcare outcomes on patients/clients preparing individualized reports
- Making appropriate discharge plan for the patients
- Conducting assessment of school health needs
- Planning, implementing interventions and preparing periodic reports
- Maintaining records on patients/clients personal and health condition/care
- Ensuring a tidy and safe clinical environment
- Ensuring safe custody for in-patients belongings

- Conducting home visits
- Following up discharged patients/clients and
- Providing continuity of care and treating minor ailment

b) Requirement for Appointment

For appointment to this grade, a candidate must:

- Certificate in any of the following disciplines: Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse from a recognized training institution
- Enrollment Certificate issued by the Nursing Council of Kenya
- Valid practicing license from Nursing Council of Kenya and
- Certificate in computer application skills from a recognized institution

3. Advert No. WCPSB/021/18: REGISTERED NURSE III JOB GROUP H (10 Posts)

a) Duties and responsibilities

- Assessing, Planning and implementing nursing interventions and evaluating patients outcomes
- Providing appropriate health care service including integrated management of childhood illness(IMCI)
- Immunization, PMTCT, ante-natal care and delivery , providing health education and counselling to patients/clients and community on identified health needs
- Referring patients and clients appropriately
- Facilitating patients admission and initiating discharge plans
- Maintaining records on patients/ health condition and care
- Ensuring a tidy and safe clinical environment
- Collecting and compiling data

b) Requirement for Appointment

For appointment to this grade, a candidate must have:-

- Diploma in any of the following disciplines: Kenya registered community health nursing , Kenya registered nursing , Kenya registered midwifery , Kenya registered nursing /midwifery or Kenya registered nursing /mental health and psychiatry from a recognized institution
- Registration certificate issued by the nursing council of Kenya
- Valid practicing license from Nursing council of Kenya
- Certificate in computer application skills from a recognized institution

4. Advert No. WCPSB/022/18: ASSISTANT HEALTH RECORDS & INFORMATION III JOB GROUP H (6 posts)

a) Duties and responsibilities

- Receiving & documenting patients at hospital reception.
- Registering & booking appointment for patients to the Clinic & Consultation.
- Storing & retrieving Medical records
- Balancing daily bed returns.
- Preparing clinics updating data from service prints
- Maintain records safety and confidently.

- Directing patients to relevant clinics
- Scheduling patients to the consultants

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Diploma in Health Records & Information Management from a recognized institution
- Membership of Association of Medical Engineers AMEK
- Certificate in computer application skills from a recognized institution

5. Advert No. WCPSB/023/18: LABORATORY TECHNOLOGIST III JOB GROUP H (5 Posts)

a) Duties and Responsibilities

- Cleaning and sterilizing laboratory glass ware ,surfaces and equipment
- Documenting and receiving samples for analysis
- Preparing laboratory reagents
- Carrying out chemical /microbiological analysis on samples (food ,water ,waste waters and beverages)
- Extracting ,isolating and identifying drugs ,pesticides and heavy metals from biological and miscellaneous samples
- Disposing laboratory waste.

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Diploma in any of the following fields :-medical laboratory technology from a recognized institution
- Certificate in computer application skills from a recognized institution.

6. Advert No. WCPSB/024/18: ASSISTANT PUBLIC HEALTH OFFICER III JOB GROUP H(10 Posts)

a) Duties and Responsibilities

- Provision of Environmental Health Extension services in the area of deployment
- 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 community level
- Organizing community health days to advise communities on common public health issues
- Collecting and maintaining up to date records of services rendered
- Assessing health needs of the community
- Implementing integrated mosquito control strategies

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Diploma in either Environmental Health science or Public Health Inspection from a recognized institution
- Be registered and licensed by the Public Health Officers' and Technicians' Council of Kenya.
- Certificate in computer application skills from a recognized institution

7. Advert No. WCPSB/025/18: NUTRITION AND DIETETIC TECHNOLOGIST III, JOB GROUP "H" (10 Posts)

a) Duties and Responsibilities

- Implementing nutrition programmes
- Collecting and compiling nutrition assessments
- Collecting and compiling nutrition data
- Providing nutrition health education and demonstrations
- Counselling of patients with specific nutritional needs
- Monitoring preparation of therapeutic feeds
- Implementing outpatient and inpatient supplementary and therapeutic feeding programmes
- Promoting maternal , infant and young children feeding programmes
- Providing micronutrient supplementation

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Diploma in Community Nutrition, Clinical Or Nutrition And Dietetics from a recognized institution
- Certificate in computer application skills from a recognized institution
- Registration by the Council of The Institute of Nutritionists and Dieticians (CIND)

8. Advert No. WCPSB/026/18: NUTRITION AND DIETETIC OFFICERS III, JOB GROUP "K"(10 Posts)

a) Duties and responsibilities

- Preparing and implementing therapeutic diets for outpatients and inpatients
- Providing guidelines on therapeutic diets for existing and emerging diseases for hospital use and home based care and other institutions
- Treating and counselling patients using specialized dietetic nutritionally modified products
- Implementing the nutrition and dietetic process including screening ,assessing ,formulating and implementing nutrition interventions and evaluating outcomes
- Providing nutrition support in patient management in health care facilities
- Developing and disseminating nutrition behavior change communication, information, education and communication materials
- Implementing health programmes

- Collecting and compiling nutrition and dietetic data

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Bachelor's Degree in any of the following disciplines: Foods, Nutrition and Dietetics, Dietetics/Clinical Nutrition, Food Science and Nutrition or Home Economics from a recognized institution
- Registration by the Council of Institute of Nutritionists and Dieticians (CIND) and
- Certificate in Computer Application Skills from a recognized institution

9. Advert No. WCPSB/027/18: RADIOGRAPHER III (Job Group H)(6 Posts)

a) Duties and responsibilities

- Providing radiographic services to the patients
- Processing, verifying and maintaining information to patients
- Ordering and maintaining records of radiographic and photographic supplies

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- K.C.S.E Mean grade C plain with C plain in English/Kiswahili, Biology or Physics and C- in Mathematics
- Diploma in any of the following : Diagnostic Radiography/medical imaging science, ultrasound, computerized tomography, magnetic resonance imaging, mammography, nuclear medicine, radiation therapy and digital medical imaging equipment or its equivalent from a recognized institution

10. Advert No. WCPSB/028/18: BIOMEDICAL ENGINEERING TECHNOLOGISTS III (Job Group H)(3 Posts)

a) Duties and responsibilities

- Equipment fault diagnosis and basic repair and maintenance
- Appreciating the principles of operation of standard equipment in most health institution

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Diploma in Medical Engineering from the recognized institution
- Membership of Association of Medical Engineers of Kenya - AMEK
- Certificate in Computer Application Skills from recognized Institution

11. Advert No. WCPSB/029/18: VCT COUNSELLORS III (Job Group G)(6 Posts)

a) Duties and responsibilities

- Creating awareness and educate the community about the existence of VCT services
- Providing on-going counselling and make referrals for ongoing support including Homebased Care, medical clinics, TB Clinics, Support Group and Post Test Clubs
- Ensuring quality of VCT services at all times
- Keeping accurate VCT records

- Ensuring high levels of hygiene and cleanliness in the VCT rooms
- Mobilizing mobile VCT Teams
- Ensuring safe storage of clinic related items and equipment

b) Requirement for appointment

For appointment to this grade, a candidate must have:

- Certificate in HIV/AIDS Management & Counselling or any other health related field from a recognized institution
- Certificate in Voluntary Counselling and Testing(HIV/AIDS) from recognized Institution
- Those already volunteering at our hospitals will be given priority

12. Advert No. WCPSB/030/18: PHARMACEUTICAL TECHNOLOGIST III JOB GROUP H (15 Posts)

a) Duties and Responsibilities

- Managing pharmaceutical technology operations
- Providing good dispensing practices
- Ensuring effective management of inventory

b) Requirement for Appointment

For appointment to this grade, a candidate must:

- Successfully completed at least three years pre-service training at a Medical Training College or any other recognized Medical Training Institution and have been awarded a Diploma in Pharmacy or Pharmaceutical Technology or its equivalent
- Have been registered by the Pharmacy and Poisons Boards
- Certificate in computer application skills from a recognized institution

Interested and qualified persons are required to submit the applications, together with academic & professional testimonials in a sealed envelope with the Advert no. on the right top corner to:

**THE SECRETARY/CEO
COUNTY PUBLIC SERVICE BOARD
P.O BOX 45, 70200
WAJIR**

Applications can be hand delivered to our offices at County Headquarters.

Deadline for application: 18th December, 2018

Only shortlisted applicants will be contacted.

County Government of Wajir is an equal opportunity employer, therefore Marginalized groups, persons with disability and Women are encouraged to apply

**SHUKRI ALASOW MOHAMED
SECRETARY/CEO
Dated 29th November, 2018**