



# COUNTY GOVERNMENT OF NYERI

P.O. BOX 90- 10100  
Telephone 061 2030700

## COUNTY PUBLIC SERVICE BOARD

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### **RE: INTERNAL RE-ADVERTISEMENT: VARIOUS POSITIONS IN THE DEPARTMENT OF HEALTH**

Applications are invited from suitably qualified serving officers in the County Government of Nyeri for the positions shown herein in the Department of Health.

Eligible applicants are requested to fill the Employment Form which can be downloaded from the County Website, [www.nyeri.go.ke](http://www.nyeri.go.ke).

**Those officers who applied and were interviewed for the respective job groups need not re-apply as they will be considered.**

Where applicable the Board has granted a temporary waiver on the following requirements;

- a) Strategic Leadership Development Program Certificate
- b) Management Course
- c) Supervisory skills course

The Board will also consider the cumulative years in the same Job Group.

The completed application form together with the Head of Department Recommendation, Staff Performance Appraisal Report for 2015/2016, letter of appointment/promotion to the current substantive grade and certified copies of academic and professional certificates should be sent or delivered to:

**THE SECRETARY,  
NYERI COUNTY PUBLIC SERVICE BOARD,  
KARSON'S PHOTO HOUSE KIMATHI STREET  
P.O BOX 90-10100,  
NYERI**

All applications should reach the Secretary on or before **18<sup>th</sup> August, 2017.**

The positions are as follows:

**1. CHIEF REGISTERED CLINICAL OFFICER/CHIEF CLINICAL OFFICER  
JOB GROUP 'M '- (32 Posts)**

**Salary Scale**

**41,590 x 2,070 – 43,660 x 2,220 – 45,880 x 2,310 – 48,190 x 2,400 –  
50,590 2,550 – 53,140 x 2,700 – 55, 840 p.m.**

**(a) Duties and Responsibilities**

Duties and responsibilities at this level will include; providing clinical services in a health facility; conducting ward rounds reviewing and making appropriate referrals carrying out surgical procedures as per training and skill; offering specialized clinical services including Ear, Nose and Throat/Audiology, Orthopedics and Trauma, Child Health and Pediatrics Reproductive Health, Ophthalmology Anesthesia, Lungs and Skin Dermatology and Venereology, Mental Health compiling and analyzing clinical data; implementing community healthcare 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; providing clinical outreach and school health and services; assessing, preparing and presenting medical legal reports; coaching and mentoring students on attachments; organizing health management teams and convening health management committee meetings; and carrying out disease surveillance, and recommending appropriate control measures

## **(b) Requirements for Appointments**

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Registered Clinical Officer for a minimum period of three (3) years;
- (ii) Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community Health from a recognized institution or Bachelor's degree in Clinical Medicine from a recognized institution.
- (iii) Certificate in Supervisory skills Course lasting not less than two (2) weeks from a recognized institution;
- (iv) Certificate of Registration from the Clinical Officers' Council; and
- (vi) Certificate in Computer Application skills from a recognized Institution; and
- (vii) Shown merit and ability as reflected in worker performance and results.

## **2. ASSISTANT SENIOR DENTAL TECHNOLOGIST JOB GROUP "M"- (4 POSTS)**

### Salary Scale

**Ksh.41,590x2,070-43,660x2,220-45,880x2,310-48,190x2,400-50,590x2,550-53,140x2,700-55,840 p.m.**

### **Duties and Responsibilities**

An officer at this level may be deployed to head dental laboratory at county level. He/she will be expected to sit at district health management board meetings and participate in policy formulation. In addition he will be supposed to keep an inventory of all the dental equipment under his care, and at the same time is available to counsel his juniors and to listen to their concerns regarding issues that pertain to their working environment. Offer solutions if possible, if not present the same to district board meetings for deliberation.

## **b) REQUIREMENTS FOR APPOINTMENT**

- i. One should have worked at the level of dental technologist 1 for a period of at least three years for diploma holders, and
- ii. One should have worked at level of dental technologist 1 for a period of at least two years for degree holders.

- iii. Proved to be reliable, highly competent in his work and shown a high degree of organization and communication skills.

### **3. DEPUTY CHIEF HEALTH ADMINISTRATIVE OFFICER, JOB GROUP 'N' '(1 POST)**

#### Salary Scale

**Ksh. 48,190 x 2,400 – 50,590 2,550 – 53,140 x 2,700 – 55, 840 x 3,000 – 58,840 x 3,150 – 61, 990 x 3,300 – 65,290 p.m.**

#### **(a) Duties and Responsibilities**

An officer at this level will be in charge of health administrative services in a Provincial Medical Office or a busy Provincial General Hospital, which may have referral status or teaching subsidiary. Specific duties and responsibilities will include ensuring efficient and effective management of health support services; promoting the welfare of patients and staff and ensuring their security; liaising with other professional and technical departmental heads in order to improve the overall management and delivery of Hospital. Specific duties will include ensuring efficient and effective management of health support services; promoting the welfare of patients and staff and ensuring their security; liaising with other professional and technical departmental heads in order to improve overall management and delivery of health care services; and promoting discipline and professionalism among the health administrative personnel.

#### **(b) Requirements for Appointments**

For appointment to this grade an officer must have:

- (i) Served in the grade of Assistant Chief Health Administrative Officer or in a comparable position for a minimum period of three (3) years;
- (ii) Undertaken a Senior Management Course lasting for not less than four (4) weeks; and
- (iii) Demonstrated professional competence and administrative ability in the management of health services in a Provincial General Hospital.

### **4. CHIEF MEDICAL ENGINEERING TECHNOLOGIST, JOB GROUP 'M' - (1 POST)**

## **Salary Scale**

**Ksh.41,590x2,070-43,660x2,220-45,880x2,310-48,190x2,400-50,590x2,550-53,140x2,700-55,840 p.m.**

### **(a) Duties and Responsibilities**

Duties and responsibilities at this level will entail: providing technical advice/specifications on procurement of appropriate medical equipment; installing, maintenance and repair of medium technology medical equipment/plant and furniture; decommissioning of basic medical equipment and plants; supervising Medical Engineering works in a health facility; analyzing information for research; verifying medical equipment to ascertain quality and safety; preparing Planned Preventive Maintenance schedule (PPM); maintaining information on medical engineering services for input into the Health information management system; monitoring medical engineering programmes and projects; training users on use and maintenance of medical equipment; and coaching and mentoring of staff.

### **(b) Requirements for Appointment**

For appointment to this grade an officer must have:

- (i) Served Senior Medical Engineering Technologist for a minimum period of three (3) years;
- (ii) Diploma in Medical Engineering or any other equivalent qualification from a recognized institution;
- (iii) Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution.
- (iv) Certificate in computer application skills from a recognized institution; and
- (v) Shown merit and ability as reflected in work performance

**5. CHIEF MEDICAL LABORATORY OFFICER JOB GROUP' /CHIEF MEDICAL LABORATORY TECHNOLOGIST, JOB GROUP 'M' - (9 POSTS)**

Salary Scale

**Ksh.41,590x2,070-43,660x2,220-45,880x2,310-48,190x2,400-50,590x2,550-53,140x2,700-55,840 p.m.**

**DUTIES AND RESPONSIBILITIES**

Implementing laboratory policies, guidelines, strategies and program; preparing media for culture and sensitivity testing; requisition of laboratory consumables and apparatus; investigate disease outbreaks in liaison with other health care providers; archiving specimen for medical importance for reference; mentor and coaching trainees on practical attachment; coordinating the preparation of reagents, stains and examining specimens; verifying approving results; screening for TTIs; preparing blood products; preparing operational research proposal; the disinfection and supervising , washing and sterilization of apparatus; maintaining equipment and reagent for vector and insecticides application, M&E; preparing laboratory periodic reports and validating and calibrating equipment

**REQUIREMENTS FOR THE APPOINTMENT**

- i. Served in the grade of Senior medical laboratory Officer or Senior Medical Laboratory Technologist for a minimum period Of three years
- ii. Diploma in Medical Laboratory Sciences or Bachelor degree in Medical Laboratory Sciences or any other equivalent qualification an institution recognized by the KMLTTB
- iii. Registration certificate issued by KMLTTB
- iv. Valid practicing license from KMLTTB
- v. Certificate in Supervisory skills course not lasting less than two (2) weeks from a recognized institution
- vi. Certificate in computer application skill from a recognized institution
- vii. Shown merit and ability as reflected in work performance and results

**6. CHIEF OCCUPATIONAL THERAPIST/ CHIEF ASSISTANT OCCUPATIONAL THERAPIST, JOB GROUP 'M'- (9 POSTS)**

## Salary Scale

**Ksh.41,590x2,070-43,660x2,220-45,880x2,310-48,190x2,400-50,590x2,550-53,140x2,700-55,840 p.m.**

### **(a) Duties and Responsibilities**

Duties and responsibilities at this level will entail: assessing formulating and implementing patients treatment plan; carrying out functional and vocational assessments and formulate necessary interventions; maintaining records and data relating to patients; preparing Occupational therapy health education materials; promoting health education in the area of disability; carrying out home visits and following up on patients progress; compiling and analyzing data for research; inducting students on practical training on occupational therapy services; and compiling periodic reports.

### **(b) Requirements for Appointment**

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

- (i) served in the grade of Senior Occupational Therapist or Senior Assistant Occupational Therapist for a minimum period of three (3) years;
- (ii) Degree or Diploma in Occupational Therapy from a recognized institution;
- (iii) Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution;
- (iv) Certificate in Computer Application Skills from a recognized institution; and
- (v) Shown merit and ability in work performance and results.

## **7. CHIEF PHYSIOTHERAPIST REGISTERED CHIEF PHYSIOTHERAPIST, JOB GROUP 'M'- (15 POSTS)**

### **(a) Duties and Responsibilities**

Duties and responsibilities at this level will entail:

- treating and rehabilitating patients/clients using physiotherapy interventions i.e. electrotherapy, manipulative therapy/technology, exercise therapy among others in clinical areas and the community;
- organizing group physiotherapy treatments/sessions for patients and clients;
- evaluating treatment outcomes for review, placement, referral or discharge;
- carrying out physical disability assessments for categorization, registration and other interventions;
- providing health promotion and education to patients/clients on neuro musculoskeletal disorders and health living to prevent non-communicable diseases;
- verifying and maintaining information and records relating to patients;
- ensuring availability of physiotherapy supplies and equipment as well as giving support and health education to patients and relatives in hospital;
- maintaining patients/clients progress reports;
- analyzing data for research; and
- Preparing periodic reports.

**(b) Requirements for Appointment**

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

- (i) served in the grade of registered senior Physiotherapist for a minimum period of three (3) years;
- (ii) Diploma in Physiotherapy from a recognized institution;
- (iii) Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution;
- (iv) Certificate in Computer Application Skills from a recognized institution; and
- (v) Shown merit and ability as reflected in work performance and results.
- (vi) Certificate of Registration from the Kenya Society of Physiotherapists (KSP).
- (vii) Current Certificate of Practice from, the Kenya Society of Physiotherapists (KSP).

**8. CHIEF ASSISTANT PUBLIC HEALTH OFFICER/CHIEF PUBLIC HEALTH OFFICER, JOB GROUP 'M' (34 POSTS)**

Salary Scale

**Ksh.41,590x2,070-43,660x2,220-45,880x2,310-48,190x2,400-50,590x2,550-53,140x2,700-55,840 p.m.**

**(a) Duties and Responsibilities**

An officer at this level will coordinate environmental health activities in the area of deployment. Specific duties and responsibilities will include: implementing promotive and preventive health programmes; ensuring safety and quality of food and water for both domestic and industrial use; abating sanitary nuisances; promoting hygiene education including school health programmes; implementing international health regulations and rules at 'ports, airports, frontiers and border posts; undertaking inspection for preventive maintenance of health facilities; vetting and approving plans; and issuing occupancy certificates of new buildings; inspecting and trading premises for maintenance of set standards; overseeing exhumation process and authorizing disposal of unclaimed bodies; educating the public on health and safety at work place; and implementing community based health care programmes.

**(b)Requirements for Appointment**

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

- (i) served in the grade of Senior Assistant Public Health Officer/Senior Public Health Officer for a minimum period of three (3) years;
- (ii) Diploma in either Environmental Health Science or Public Health Inspection / Bachelor's degree in Environmental or Public health from a recognized institution
- (iii) Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution / certificate of competence from the Association of public health officers.;

- (iv) Certificate in Computer Application Skills from a recognized institution; and
- (v) Shown merit and ability as reflected in work performance and results.

**9. CHIEF RADIOGRAPHER, JOB GROUP 'M'- (6 POSTS)**

Salary Scale

**Ksh.41,590x2,070-43,660x2,220-45,880x2,310-48,190x2,400-50,590x2,550-53,140x2,700-55,840 p.m.**

- (a) **Duties and Responsibilities** - An officer at this level may be deployed at level 4 or a county Referral Hospital. Specific duties will include: implementing policies and regulations on Medical Imaging Services in the Hospital; ensuring safety of radiography equipment in the department; establishing and Co-coordinating procurement; ensuring safe custody of radiographic and photographic supplies in the department and supervising junior staff and/or students on attachment in the department.

**Requirements for Appointment**

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

- i) served in the grade of Senior Radiographer, Job Group 'L' or in a comparable and relevant position in the Public Service for at least three (3) years;
- ii) Management course lasting not less than four (4) weeks from Kenya Institute of Administration or any other recognized institution; and
- iii) demonstrated considerable technical competence and administrative capabilities in organizing radiographic services