



## COUNTY GOVERNMENT OF NYERI

P.O. BOX 90– 10100  
Telephone 061 2030700

### COUNTY PUBLIC SERVICE BOARD

#### VACANCIES

The County Government of Nyeri wishes to recruit competent and qualified persons to fill the following:

#### **1. SENIOR ASSISTANT DIRECTOR, NURSING SERVICES, JOB GROUP 'Q' TWO (2) POSTS (NURSING MANAGERS)**

Reporting to the County Director, Medical Services, the holder will have the following duties and responsibilities;

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

- i. Coordinate development of policies, standards and guidelines in the provision of nursing services;
- ii. Coordinating and ensuring application of the nursing process at the service delivery unit;
- iii. Carrying out comprehensive health needs assessment in a health facility and community;
- iv. Designing training needs assessment tools, curriculum and programmes;
- v. Formulating interventions to address identified health needs; monitoring and evaluating health care services in a health facility and community;
- vi. Coordinating implementation of nursing related projects and programmes; managing nursing services at a health facility and community;
- vii. Implementing continuing professional development programmes/training for nurses ;

- viii. Providing quantification and specification for procurement of medical supplies and equipment;
- ix. Conducting research;
- x. Advising Health or Hospital Management Team (HMT) on matters relating to Nursing Services;
- xi. Coordinating development of strategic/ work planning and performance contracts for nurses.
- xii. Any other duties as may be assigned by the Director, Medical Services.

**(b) Requirements for Appointment**

- i. Diploma or Higher Diploma in any of the following disciplines; Kenya Registered Community Health Nursing, Registered Anaesthetic Nursing, Kenya Registered Psychiatric Nursing, Kenya Registered Peri-operative Nursing, Kenya Registered Ophthalmology Nursing, Kenya Registered Paediatric Nursing, Kenya Registered Critical Care Nursing, Kenya Registered Accident & Emergency Nursing, Kenya Registered Neonatal Nursing, Kenya Registered Neonatal Nursing, Kenya Registered Nephrology Nursing or Kenya Registered Palliative Nursing from a college recognized in Kenya.
- ii. Bachelor's Degree in either Nursing or Midwifery from a university recognized in Kenya;
- iii. Master's Degree in any of the following disciplines; Midwifery, Medical Surgical Nursing, Paediatric Nursing, Critical Care Nursing, Oncology and Palliative Care Nursing, Forensic Nursing, Community Health Nursing, Nursing Education, Nursing Management/ Geriatric Nursing from a university recognized in Kenya;
- iv. A Master's Degree in Management, Business Administration, Strategic Management, Project and Human Resource Management or Certificate in Strategic Leadership Development Programme will be an added advantage
- v. Served in senior position for a minimum period of three (3) years in the public sector **OR** eight (8) years in the private sector.
- vi. Registration Certificate issued by the Nursing Council of Kenya;
- vii. Valid Practicing License from Nursing Council of Kenya;
- viii. Certificate in computer application skills from an institution recognized in Kenya;

- ix. Demonstrate a high degree of professional competence and administration capability.

**2. ASSISTANT DIRECTOR, NURSING SERVICES, JOB GROUP 'P' FOUR (4) POSTS (NURSING MANAGERS)**

Reporting to the County Director, Medical Services, the holder will have the following duties and responsibilities:

**(a) Duties and Responsibilities**

- i) Developing of policies, standards and guidelines in the provision of nursing services;
- ii) Ensuring application of the nursing process at the service delivery unit;
- iii) Carrying out comprehensive health needs assessment in a health facility and community;
- iv) Designing training needs assessment tools, curriculum and programmes;
- v) Formulating interventions to address identified health needs; monitoring and evaluating health care services in a health facility and community;
- vi) Coordinating implementation of nursing related projects and programmes; managing nursing services at a health facility and community;
- vii) Coordinating preparation of training plans/programmes for nurses;
- viii) Providing quantification and specification for procurement of medical supplies and equipment;
- ix) Conducting research;
- x) Advising Health or Hospital Management Team (HMT) on matters relating to Nursing Services;
- xi) Coordinating development of strategic/ work planning and performance contracts for Nurses.
- xii) Any other duty as may be assigned by the Director, Medical Services

**(b) Requirements for Appointment**

- i) Diploma or Higher Diploma in any of the following disciplines; Kenya Registered Community Health Nursing, Registered Anaesthetic Nursing, Kenya Registered Psychiatric Nursing, Kenya Registered Peri-operative Nursing, Kenya Registered Ophthalmology Nursing, Kenya Registered

Paediatric Nursing, Kenya Registered Critical Care Nursing, Kenya Registered Accident & Emergency Nursing, Kenya Registered Neonatal Nursing, Kenya Registered Neonatal Nursing, Kenya Registered Nephrology Nursing or Kenya Registered Palliative Nursing from a college recognized in Kenya.

- ii) Bachelor's Degree in either Nursing or Midwifery from a university recognized in Kenya;
- iii) Master's Degree in any of the following disciplines; Midwifery, Medical Surgical Nursing, Paediatric Nursing, Critical Care Nursing, Oncology and Palliative Care Nursing, Forensic Nursing, Community Health Nursing, Nursing Education, Nursing Management/Geriatric Nursing from a university recognized in Kenya;
- iv) A Master's Degree in Management, Business Administration, Strategic Management, Project and Human Resource Management or Certificate in Strategic Leadership Development Programme will be an added advantage
- v) Served in a senior position for a minimum period of three (3) years in the public sector; **OR** five (5) years in the private sector.
- vi) Registration Certificate issued by the Nursing Council of Kenya;
- vii) Valid Practicing License from Nursing Council of Kenya;
- viii) Certificate in computer application skills from a recognized institution;
- ix) Demonstrate a high degree of professional competence and administration capability.

### **3. NUTRITION AND DIETETICS TECHNOLOGIST III, JOB GROUP 'H' THREE (3) POSTS**

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

- i. Implementing nutrition programmes;
- ii. Providing nutrition services in health care facilities;
- iii. Conducting nutrition assessments;
- iv. Collecting and compiling nutrition data;
- v. Providing nutrition health education and demonstrations; counselling of patients with specific nutritional needs;
- vi. Monitoring preparation of therapeutic feeds implementing;

- vii. Promoting maternal, infant and young children feeding programmes and providing micronutrient supplementation.

**(b) Requirements for Appointment**

- i. Diploma in Community Nutrition, clinical nutrition or nutrition and dietetics from a recognized institution;
- ii. Registration by the Council of the Institute of Nutritionist and Dietician (CIND).

**Remuneration and Benefits**

**Salary:** As per the Salaries and Remuneration Commission (SRC) guidelines

**Terms of Service:** Three (3) years contract

**Service Gratuity:** 31% of basic salary on completion of the contract

**Medical Cover:** Provided for self, spouse and dependent children upto 21 years of age

**Leave:** 30 days' annual leave with leave allowance.

**NOTE**

All applicants **MUST** download and fill the Employment Form. Applicants will then attach their C.V together with certified copies of the following documents:

- a) Academic and Professional Certificates and other testimonials
- b) National Identity Card

**Applicants for the positions of Senior Assistant Director, Nursing Services and Assistant Director, Nursing Services must also attach valid certification from the following:**

- a) Good conduct from the Criminal Investigation Department (C.I.D).
- b) A Credit Reference Bureau (C.R.B).
- c) Clearance from the Higher Education Loans Board (H.E.L.B).
- d) Ethics & Anti-Corruption Commission (E.A.CC).
- e) Tax compliance from Kenya Revenue Authority (K.R.A).

The County Government of Nyeri is an equal opportunity employer. Qualified persons from any part of the country are encouraged to apply.

## **How to Apply**

Written applications together with the required documents should be delivered/sent to:

**The Secretary  
Nyeri County Public Service Board,  
Karson Photo House, 2<sup>nd</sup> Floor, Right Wing  
P. O Box 90 – 10100  
NYERI**

All applications should reach the Secretary, Nyeri County Public Service Board on or before **13<sup>th</sup> December 2018.**