

COUNTY GOVERNMENT OF MERU



OFFICE OF THE COUNTY PUBLIC SERVICE BOARD

ADVERTISEMENT

The County Government of Meru wishes to recruit competent, self-driven, experienced and qualified staff to fill the following positions in health department pursuant to articles 10 and 232 of the constitution of Kenya and county governments Act No.17 of 2012.

How to apply:

Details of the Positions, Qualifications and Requirements can be downloaded from the county website **www.meru.go.ke**

Applications will be done Online through **<http://careers.meru.go.ke/>**. Hand delivered applications will not be accepted.

NOTE

Applications to be submitted by **8th January 2021 at 5:00 pm.**

Only shortlisted candidates will be contacted.

**The Secretary/C.E. O
Meru County Public Service Board
P.O. BOX 120-60200
MERU**

DEPARTMENT OF HEALTH

1.MEDICAL OFFICERS JG 'M' (15 POSTS)

Duties and Responsibilities

- i) Entail diagnosing, Caring and treating diseases performing medical and surgical procedures,
- ii) Preparing and responding to emergencies and disasters,
- iii) Participating in management of medicines medical instruments and equipment,
- iv) Providing health education,
- v) Maintaining medical records and preparing requisite documents for registration.

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

- i) Bachelor of medicine and Bachelor of Surgery (M.B;Ch.B) degree from a recognized institution recognized by Medical Practitioners and Dentist Board.
- ii) Successfully completed one-year (1) internship from a recognized institution
- iii) Registration license from the Medical Practitioners Board.
- iv) Computer knowledge.

2.PHARMACIST JG 'M' (8 POSTS)

Duties and Responsibilities

- i) Screening prescription for legal validity drug interactions frequency and duration of dosing and patient convenience,
- ii) Preparing and dispensing medicines according to good dispensing practices and counselling patients on use of medicines.

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

- i) Bachelor of Pharmacy Degree (B Pharm) from an institution recognized by the Pharmacy and Poisons board.
- ii) have successfully completed at least one year of internship and been registered as a Pharmacist under the Pharmacy and Poisons Act;
- iii) Registration Certificate by the Pharmacy and poisons board.
- iv) Computer knowledge.

3.REGISTERED CLINICAL OFFICER III JG 'H' (80 POSTS)

Duties and Responsibilities

- i) Involve seeing and examining patients,
- ii) Diagnosing and treating patients' ailments at an Outpatient/Inpatient department in a hospital, health Centre or Dispensary under supervision of senior Clinicians.
- iii) Assist in planning and conducting Community Health Care activities;
- iv) Engaged on routine Client/patients' care and giving support and health education to patients/Clients.

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

- (i) Academic Qualification: Kenya Certificate of Secondary Education (KCSE), mean grade C, with at least C in Biology, English or Kiswahili and a C- in any other science subjects;
- (ii) Professional Qualifications: Have successfully completed at least three (3) years pre-service training at a Medical Training College or any other recognized Medical Training Institution and have been awarded a Diploma in Clinical Medicine/ Surgery or its equivalent; and with one year's internship in a recognized hospital. And
- (iii) Have been registered by the Clinical Officers Council.

4.REGISTERED NURSES JG 'H' (496 POSTS)

Duties and Responsibilities

- i) Assessing, planning, implementing nursing interventions and evaluating patient's outcomes;
- ii) Providing appropriate healthcare service including Integrated Management of Childhood Illnesses (IMCI), immunization, PMTCT,
- iii) Ante-natal care and delivery, providing health education and counselling to patients/clients and community on identified health needs;
- iv) Referring patients and clients appropriately, facilitating patients' admission and initiating discharge plans;
- vi) Maintaining records on patients/clients health condition and care, ensuring a tidy and safe clinical environment, collecting and compiling data.

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

- (i) 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;
- (ii) Registration Certificate issued by the Nursing Council of Kenya;
- (iii) Valid practising license from Nursing Council of Kenya
- (iv) Computer knowledge.

5.MEDICAL LAB TECHNOLOGIST III JG 'H' (20 POSTS)

Duties and Responsibilities

- Cleaning and sterilizing laboratory glass ware,
- ii) Surfaces and equipment, documenting and receiving
 - iii) Samples for analysis,
 - iv) Preparing laboratory reagents,
 - v) Carrying out chemical/microbiological analysis on samples (food, water, waste waters and beverages),
 - vi) Extracting, isolating and identifying drugs, pesticides and heavy metal's from biological and miscellaneous samples and disposing laboratory waste.

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

- (i) Diploma in Medical Laboratory sciences or any other qualification from a recognized institution;
- ii) Registration certificate issued by the KMLTTB valid practicing license from KMLTTB
- iii) valid practicing license from KMLTTB
- iv) Computer knowledge.

6.ASSISTANT PUBLIC HEALTH OFFICER III JG ‘H’ (6 POSTS)

Duties and Responsibilities

- i) Mobilizing sensitizing and advising communities on matters related to environmental health referring health cases to relevant health facilities carrying out immunizations,
- ii) Identifying environmental health issues at community level,
- iii)) Organizing community health days to advise communities on common public health issues,
- iv) Collecting and maintaining up to date records of services rendered.

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

- i) Diploma in either Environmental Health Science or Public Health Inspection from a recognized institution.
- ii) Registration certificate issued by the public officer’s body
- iii) Computer knowledge.

7.ASSISTANT HEALTH RECORDS AND INFORMATION OFFICER III JG ‘H’ (2 POSTS)

Duties and Responsibilities

An officer at this level will work under the guidance of a senior officer and experienced officer. Duties will entail;

- i) Receiving and documenting patients at hospital reception,
- ii) Registering and booking appointments for patients to clinics and consultants,
- iii) Scheduling of patients to the consultants and specialty clinics.

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

- i) Diploma in Health Records and Information Technology from a recognized institution
- ii) Computer knowledge.

8.NUTRITION AND DIETETICS TECHNOLOGIST III JG ‘H’ (5 POSTS)

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

- (i) Diploma in Community Nutrition, Clinical Nutrition or Nutrition and Dietetics from a recognized training institution; and

- (iii) Registration by the Council of the Institute of Nutritionists and Dieticians (CIND)

Duties and Responsibilities:

Duties and responsibilities at this level will include:

- (i) Implementing nutrition programs; providing nutrition services in health care facilities; conducting nutrition assessments;
- (ii) Collecting and compiling nutrition data;

- (iii) Providing nutrition health education and demonstrations;
- (iv) Counseling of patients with specific nutritional needs;
- (v) Monitoring preparation of therapeutic feeds;
- (vi) Implementing outpatient and inpatient supplementary and therapeutic feeding programmes; promoting maternal, infant and young children feeding programmes;
- (vii) Providing micronutrient supplementation.

9. RADIOGRAPHER III JG 'H' (2 POSTS)

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

- (i) Kenya Certificate of Secondary Education (KCSE) mean grade C (plain) in English/Kiswahili, Biology/ Biological Sciences or Physics/ Physical Sciences and C-(minus) in Mathematics; and
- (ii) Diploma in any of the following fields; Diagnostic Radiography/Medical Imaging Sciences, Ultrasound, Computerized Tomography, Magnetic Resonance Imaging, Mammography, Nuclear Medicine, Radiation Therapy and Digital Medical imaging equipment or its equivalent from a recognized institution;

Duties and Responsibilities

This is an entry and training grade for Radiographers cadre. An officer at this level will work under the supervision and guidance of an experienced officer. Specific duties will include:

- (i) Providing radiographic services to the patients;
- (ii) Processing, verifying and maintaining information relating to patients; and
- (iii) Ordering and maintaining records of radiographic and photographic supplies.

10. PHARMACEUTICAL TECHNOLOGIST III JG 'H' (11 POSTS)

Duties and Responsibilities

This is the entry and training grade for diploma holders in pharmacy (Pharmaceutical Technologists). An officer at this level will assist senior officers in the provision of pharmaceutical services. Specific duties and responsibilities will involve dispensing of drugs/medicines and counseling patients on drug usage in a unit pharmacy.

Key Result Areas

- i) Receiving, interpreting, and processing of prescriptions
- ii) Recording prescriptions in a unit pharmacy
- iii) Pre-pack, repack and write instructions on the label.
- iv) Counseling patients on drug usage

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

- (i) A Kenya Certificate of Secondary Education with a mean grade C and at least a C in Chemistry or physical science, a C in Biology or Biological Sciences

and a C in English or Kiswahili. In addition he/she must possess a C in Physics or Mathematics.

OR

A Kenya Certificate of Education (KCE) Division two (II) with a credit pass in Chemistry or Physical Science, Biology and a credit in English or Kiswahili with a pass in Physics or Mathematics.

OR

An A level certificate with a principal pass in Chemistry or Biology and a subsidiary pass in either Physics or Mathematics

- (ii) Diploma in Pharmacy award by the Kenya Medical Training College or from any other recognized and approved institution.
- (iii) A registration certificate on enrollment as a pharmaceutical technologist by the Pharmacy and Poisons Board (PPB) as per provision of Pharmacy and Poisons Act (Cap244).

11. ORTHOPAEDIC TRAUMA TECHNICIAN III JG 'H' (1 POST)

For appointment to this grade, a candidate must have a Diploma in either Orthopaedic Plaster and Traction Technology or Orthopaedic Plaster Technology from a recognized institution.

Duties and Responsibilities:

Duties and responsibilities at this level will entail;

- (i) Manipulating and reducing fractures and dislocations;
- (ii) Fixing and removing casts and bandages; correcting congenital talipes equino-Varus (C.T.E.V); participating in management of minor orthopedic and trauma cases in emergencies and accidents;
- (iii) Sensitizing the community on orthopedic and trauma conditions; and
- (iv) Counselling patients/clients on issues regarding orthopaedic and trauma.

12. COMMUNITY HEALTH EXTENSION WORKER III JG 'G' (1 POST)

For appointment to this grade, a candidate must have a Certificate in any of the following disciplines: Community Health, Psychology, Counseling, Social Work or Community Development from a recognized institution.

Duties and Responsibilities:

This is an entry and training grade for this cadre. Duties and responsibilities at this level will include:-

- (i) Visiting homes to determine health situations and dialogue with household members;
- (ii) Identifying and sensitizing communities on health interventions;
- (iii) Identifying common ailments and minor injuries at community level;
- (iv) Collecting health data at household level for analysis;
- (v) Distribution of Information Education Communication materials, mosquito nets and other commodities to households;
- (vi) Identifying defaulters of health interventions and other health cases and referring them to health facilities; and

(vii) Maintaining and updating health data using health registers.

13. PHYSIOTHERAPIST JG 'H' (2 POST)

Duties and Responsibilities

- i) Planning and providing physiotherapy services to outpatients at an outpatient unit/ward/health institution;
- ii) Assessing patient needs including rehabilitation;
- iii) Verifying and maintaining information and records relating to patients;
- iv) Screening, assessing and providing therapeutic exercises, manual therapy, electrotherapy and hydrotherapy as per the patients/clients formulated treatment plan;
- v) Collecting data for operational research;
- vi) Sensitizing the community on physiotherapy issues; and Preparing periodic reports.

Requirements for Appointment

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

- (i) Diploma in Physiotherapy from a recognized institution;
- (ii) Certificate of registration from the physiotherapy council of Kenya
- (iii) Current certificate of practice from the physiotherapy council of Kenya and Computer knowledge.

14. ASSISTANT OCCUPATIONAL THERAPIST III JG 'H' (1 POST)

For appointment to this grade, a candidate must have a Diploma in Occupational Therapy from a recognized institution.

Duties and Responsibilities

Duties and responsibilities at this level will entail;

- (i) Maintaining records and data relating to patients;
- (ii) Collecting data for operational research;
- (iii) Sensitizing the community on occupational therapy issues; and preparing periodic reports

15. COMMUNITY ORAL HEALTH OFFICER III – JG 'H' 2 POSTS

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

- (i) Kenya Certificate of Secondary Education (KCSE) mean grade C (Plain) with grade C (Plain) in English/Kiswahili and Biology/Biological Sciences and grade C- (Minus) in either Chemistry, Physics/Physical Sciences, Mathematics or General Sciences; and
- (ii) Diploma in Community Oral Health from Kenya Medical Training College or its equivalent from a recognized institution.

Duties and Responsibilities:-

This is an entry and training grade for this cadre. Specific duties and responsibilities at this level will include:

- (i) Participating in oral health demonstrations, exhibitions and giving lectures to communities and schools;
- (ii) Collecting data for fluoride testing in water samples, analyzing and interpreting results and advising the relevant authorities accordingly; and
- (iii) diagnosis and treatment of common dental conditions, temporary a

16.DENTAL TECHNOLOGIST III, JOB GROUP ‘H’ 2 POSTS**(a) Duties and Responsibilities**

This is the entry grade into this cadre. An officer at this level will work under supervision of a senior officer. Duties and responsibilities will include:

- receiving and recording all patient work and interpreting patient prescription;
- disinfecting impressions;
- casting impressions;
- making acrylic complete/partial dentures and repairs; and
- participating in oral/dental health promotion.

(b) Requirements for Appointment

For appointment to this grade, a candidate must have:

- (i) Diploma in Dental Technology or its equivalent qualification from a recognized institution;
- (ii) Certificate of registration from the Kenya Dental Technologists Association; and
- (iv) Certificate in computer applications.

17.SENIOR ASSISTANT DIRECTOR MEDICAL SERVICES/MEDICAL SPECIALIST I (1 posts) JG ‘Q’**Duties and Responsibilities**

- i. Performing complex and advanced clinical patient management in area of specialization.
- ii. Coordinating training, coaching and mentoring of health personnel
- iii. Coordinating disease surveillance, prevention and control

- iv. Developing intervention activities of programmes for the management of diseases and conditions in area of specialization
- v. Coordinating health programmes and projects
- vi. Managing health information systems
- vii. Carrying out health surveys and research.

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

- i. Served as an Assistant Director of Medical Services /Medical Specialist II for a minimum period of three (3) years, OR have
- ii. Bachelor of medicine and bachelor of surgery (MBChB) degree from an institution recognized by medical practitioners and dentist board and;
- iii. A Master's degree in the following field; Obstetrics and Gynecology from an institution recognized by the medical practitioners and dentist board.
- iv. Certificate of registration by the medical and practitioners and dentist board.
- v. Valid practicing license from the medical and practitioner's board.

ENDS.