



**ELGEYO MARAKWET COUNTY GOVERNMENT
COUNTY PUBLIC SERVICE BOARD**

DATE: 1ST APRIL, 2025

INTERNAL ADVERTISEMENT - PHASE III, 2024/25

Pursuant to the provisions of Chapter 11 of the Constitution of Kenya 2010 and the County Government Act 2012, the County Public Service Board of Elgeyo Marakwet invites applications from suitably qualified **servicing officers** in the County Public Service for the following positions;

DEPARTMENT OF HEALTH SERVICES – (CLINICAL HEALTH)

VACANCY NO: HS/ 06/2025

ASSISTANT DIRECTOR MEDICAL LABORATORY SERVICES, JOB GROUP 'CPSB 05'-ONE (1) POST

Salary Scale: Ksh 94,170 x 3,320-97,490 x 4,620-102,110 x 5,020-107,130 x 5,170-112,300 x 5,400-117,700 x 5,660-123,360 x 5,940-129,300 p.m.

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

- I. Served in the grade of Principal Medical Laboratory Officer for a minimum period of three (3) years;
- II. Bachelors degree in Medical Laboratory Sciences or any other equivalent qualification from an institution recognized by the Kenya Medical Laboratory Technicians and Technologists Board;
- III. Masters of Science degree in any of the following disciplines: - Medical Parasitology, Medical Parasitology and Entomology, Clinical Chemistry, Clinical Chemistry, Medical Biochemistry, Hematology, Blood Transfusion Science, Virology, Bacteriology, Histopathology, Clinical Cytology, Immunology, Mycology and Epidemiology, Public Health (Epidemiology), infectious Diseases Diagnosis, Molecular Science, or any other equivalent qualification from an institution recognized by the Kenya Medical Laboratory Technicians and Technologists Board;
- IV. Registration Certificate issued by the Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB);

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- V. Valid Practicing license from Kenya Medical Laboratory Technicians and Technologists Board;
- VI. Certificate in Senior Management Course, lasting not less than four (4) weeks from a recognized institution;
- VII. Certificate in computer application skills;
- VIII. Demonstrated a high degree of professional competence and administrative capability

DUTIES AND RESPONSIBILITIES: -

Implementing laboratory policies, guidelines, strategies and programmes; supervising the preparation of reagents, stains examining specimens; verifying and approving laboratory findings and results; providing specifications for the procurement of medical laboratory reagents, stains, apparatus and equipment; overseeing the maintenance and of equipment for clinical testing, vector and insecticides application monitoring and evaluation; investigating disease outbreaks in liaison with other health care providers; Supervising and archiving specimens of medical importance for reference; liaising with stakeholders in mapping and surveying of vector borne diseases, communicable, and non-communicable diseases; undertaking medical laboratory collaborative research and preparing periodical reports.

VACANCY NO: HS/7/2025

PRINCIPAL MEDICAL LABORATORY TECHNOLOGIST II, JOB GROUP 'CPSB 06'- TWO (2) POSTS

Salary Scale: Ksh 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 x 3,810-73,160 x 3,590-76,970 x 4,110-81,080 x 4,120-85,200 x 4,410-89,610 x 4,560-94,170 p.m.

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

- I. Served in the grade of Chief Medical Laboratory Technologist for a minimum period of (3) years;
- II. Diploma in Medical Laboratory Sciences or any other equivalent qualification from an institution recognized by Kenya Medical Laboratory Technician and Technologists Board;
- III. Registration Certificate issued by the Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB);
- IV. Valid practicing license from Kenya Medical Laboratory Technician and Technologists Board;
- V. Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- VI. Certificate in computer application skills;
- VII. Demonstrated capability and efficiency in organizing work and discharging Medical laboratory functions



DUTIES AND RESPONSIBILITIES: -

Implementing laboratory policies, guidelines, strategies and programmes; recruiting, preparing and bleeding of blood donors for transfusion services; performing blood grouping; screening for blood transfusion transmissible infections; issuing blood and blood product to health facilities as per request; coordinating the preparation of reagents, stains and examining specimens; carrying out operational laboratory research; preparing procurement plan for laboratory requirements; providing technical specifications for the procurement of medical laboratory reagents, apparatus and equipment; maintaining equipment and reagents for vector and insecticide application, monitoring and evaluation; investigating disease outbreaks in liaison with other health care providers; archiving specimens of medical importance for reference; processing the specimen according to specific Standard Operating Procedures (SOP); validating and calibrating laboratory equipment and preparing periodical laboratory reports.

VACANCY NO: HS/ 08/2025

**CHIEF MEDICAL LABORATORY TECHNOLOGIST, JOB GROUP 'CPSB 07'-THREE
(3) POSTS**

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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

- I. Served in the grade of Senior Laboratory Technologist for a minimum period of three (3) years;
- II. Diploma in Medical Laboratory Sciences or any other equivalent qualification from an institution recognized by the Kenya Medical Laboratory Technicians and Technologists Board;
- III. Registration Certificate issued by the Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB);
- IV. Valid Practicing license from Kenya Medical Laboratory Technicians and Technologists Board
- V. Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution;
- VI. Certificate in Computer applications skills from a recognized institution;
- VII. Shown merit and ability as reflected in work performance and results

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DUTIES AND RESPONSIBILITIES: -

Implementing laboratory policies, guidelines, strategies and programmes; preparing media for culture and sensitivity testing; requisitioning laboratory consumables and apparatus; investigating disease outbreaks in liaison with other health care providers; archiving specimens of medical importance for reference; mentoring and coaching trainees on practical attachment; coordinating preparation of reagents, stains and specimens, verifying and approving results; screening for blood transfusion transmissible infections; preparing blood products; preparing operational research proposals; supervising and disinfection, washing and sterilization of apparatus; maintaining equipment and reagents for vector and insecticides application, monitoring and evaluation; preparing laboratory periodical reports; and validating and calibrating equipment.

VACANCY NO: HS/ 09/2025

**CHIEF ASSISTANT OCCUPATIONAL THERAPIST, JOB GROUP 'CPSB 07'-ONE (1)
POST**

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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

- I. Served in the grade of Senior Assistant Occupational Therapist for a period of three (3) years
- II. Diploma in Occupational Therapy from a recognized institution
- III. Certificate in supervisory skills course not less than two (2) weeks from a recognized institution
- IV. Certificate in computer application skills from a recognized institution
- V. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

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; following up on the patient's progress; compiling and analyzing data for research; inducting students on practical on occupational therapy services; compiling periodic reports.



VACANCY NO: HS/ 10/2025

**CHIEF MEDICAL ENGINEERING TECHNOLOGIST, JOB GROUP 'CPSB 07'-ONE
(1) POST**

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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

- I. Served in the grade of 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;
- V. shown merit and ability as reflected in work performance and results.

DUTIES AND RESPONSIBILITIES: -

Providing 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; analysing 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 working under the officer

VACANCY NO: HS/11/2025

PRINCIPAL RADIOGRAPHER II, JOB GROUP 'CPSB 06'-ONE (1) POST

Salary Scale: Ksh 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 x 3,810-73,160 x 3,590-76,970 x 4,110-81,080 x 4,120-85,200 x 4,410-89,610 x 4,560-94,170 p.m.

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

- I. Served in the grade of Chief Radiologist for a minimum period of three (3) years;
- II. Diploma in any of the following disciplines: - 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;
- III. Registration with a relevant professional body;
 - IV. Certificate in computer application skills;
 - V. Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution; and shown merit and ability as reflected in work performance and results.
 - VI. Demonstrated considerable technical competence and administrative capabilities in organizing and providing radiographic services.

DUTIES AND RESPONSIBILITIES: -

Coordinating and supervising the implementation of policies and regulations on medical imaging services; ensuring safety and maintenance of medical imaging equipment; implementing quality assurance programmes; establishing and maintaining radiation safety standards; consolidating specifications for procurement of medical imaging equipment; keeping inventory of radiography equipment and keeping safe storage and custody of medical imaging supplies; organizing training programs for staff and/or students on attachment

VACANCY NO: HS/12/2025

PRINCIPAL CLINICAL OFFICER, JOB GROUP 'CPSB 06'-ONE (1) POST

Salary Scale: Ksh 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 x 3,810-73,160 x 3,590-76,970 x 4,110-81,080 x 4,120-85,200 x 4,410-89,610 x 4,560-94,170 p.m.

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

- (i) Have served in the grade of Chief Clinical Officer for a minimum period of three (3) years;
- (ii) Bachelors degree in Clinical Medicine from a recognized institution; OR
- (iii) Bachelors degree in Community Health and Development, Clinical Psychology, Public Health, Medical Education, Health Systems Management, Medical Sociology, Ophthalmology and Cataract Surgery, sports Medicine, Health Promotion, from a recognized institution **Plus** a Diploma in any of the following disciplines: Clinical Medicine and Surgery, Clinical Medicine and Community Health or its equivalent qualification from a recognized institution;
- (iv) Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution
- (v) Certificate of Registration from the Clinical Officers' Council
- (vi) Certificate in Computer Application Skills from a recognized institution
- (vii) Shown merit and ability as reflected in work performance and results



DUTIES AND RESPONSIBILITIES: -

Implementing clinical programmes, procedures, guidelines and standards quality assurance, providing clinical and family health care in health institutions and communities through history taking, examining, investigating, diagnosing, treating and managing diseases/condition. Implementing medico-legal standards and guidelines; undertaking disease surveillance, control and management; undertaking research on critical health issues and emerging trends; providing clinical outreach and school health services; monitoring patients, making appropriate referrals; providing necessary guidance and counseling; providing specialized services including Ear, Nose and Throat /Audiology, Ophthalmology/Cataract Surgery, Child Health and Pediatrics, Anesthesia, Orthopedics, Epidemiology, Lung and Skin, Reproductive Health, Dermatology and Venereology, Coroner and Forensic Medicine, Medical Education, Health Economics and Policy, Health Systems Management, Psychology, Family and Community Health Services; and providing emergency clinical care during disaster and coaching and mentoring staff under him/her.

VACANCY NO: HS/ 13/2025

**PRINCIPAL REGISTERED CLINICAL OFFICER II (ANESTHETICS), JOB GROUP
'CPSB 06'-ONE (1) POST**

Salary scale: Ksh 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 x 3,810-73,160 x 3,590-76,970 x 4,110-81,080 x 4,120-85,200 x 4,410-89,610 x 4,560-94,170 p.m.

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

- I. Served in the grade of Chief 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;
- III. Higher Diploma in clinical medicine & surgery; Anesthesia
- IV. Management Course lasting not less than four (4) weeks from a recognized institution;
- V. Certificate of Registration from the Clinical Officers' Council;
- VI. Certificate in supervisory skills course lasting not less than (2) weeks from a recognized institution;
- VII. Certificate in Computer Application Skills from a recognized institution;
- VIII. Shown merit and ability as reflected in work performance and results

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DUTIES AND RESPONSIBILITIES: -

Providing clinical and family health care in health institutions and communities; implementing medico-legal standards and guidelines; undertaking disease surveillance, control and management; undertaking research on critical health issues and emerging trends; providing clinical outreach and school health services; monitoring patients, making appropriate referrals and providing necessary guidance and counseling; providing specialized services including Ear, Nose and Throat /Audiology, Ophthalmology and Cataract Surgery, Child Health and Pediatrics, Anesthesia, Orthopedics, Epidemiology, Lung and Skin, Reproductive Health, Dermatology and Venereology, Coroner and Forensic Medicine, Medical Education, Health Economics and Policy, Health Systems Management, Psychology, Family and Community Health Services; and providing emergency clinical care during disasters.

VACANCY NO: HS/ 14/2025

**PRINCIPAL REGISTERED CLINICAL OFFICER II, JOB GROUP 'CPSB 06'-ONE
(1) POST**

Salary Scale: Ksh 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 x 3,810-73,160 x 3,590-76,970 x 4,110-81,080 x 4,120-85,200 x 4,410-89,610 x 4,560-94,170 p.m.

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

- I. Served in the grade of Chief 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;
- III. Certificate in Management Course lasting not less than four (4) weeks from a recognized institution;
- IV. Certificate of Registration from the Clinical Officers' Council;
- V. Certificate in Computer Application Skills from a recognized institution; and Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Providing clinical and family health care in health institutions and communities; implementing medico-legal standards and guidelines; undertaking disease surveillance, control and management; undertaking research on critical health issues and emerging trends; providing clinical outreach and school health services; monitoring patients, making appropriate referrals and providing necessary guidance and counseling; providing specialized services including Ear, Nose and Throat /Audiology, Ophthalmology and Cataract Surgery, Child Health and Pediatrics, Anesthesia, Orthopedics, Epidemiology, Lung and Skin, Reproductive Health, Dermatology and Venereology, Coroner and Forensic Medicine, Medical Education, Health Economics and Policy, Health Systems Management,



Psychology, Family and Community Health Services; and providing emergency clinical care during disasters.

VACANCY NO: HS/ 15/2025

CHIEF REGISTERED CLINICAL OFFICER, JOB GROUP 'CPSB 07'-ELEVEN (11) POSTS

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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
- III. Certificate in supervisory skills course lasting not less than two (2) weeks from a recognized institution
- IV. Certificate of registration from Clinical Officers council
- V. Valid practicing license
- VI. Certificate in computer application skills from a recognized institution
- VII. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Carrying out specialized clinical care; providing psycho-social interventions; providing clinical services to patients including Ear , Nose, and Throat/Audiology, Orthoprdis and Trauma, Child Health and Paediatrics, Reproductive Health, Opthamology, Anaesthesia, Lungs, and Skin ,Dermatology And Venereology Heath; Compiling and analyzing clinical data; Implementing community health care activities in liaison with other health workers; Guiding and counselling patients; sensitizing patients and clients on preventive and promotive health; Providing clinical outreach and school health services; Assessing, preparing and presenting medico-legal reports; Coaching and mentoring students on attachment; Organizing health management teams and convening health management committee meetings; Carrying out disease surveillance; Recommending appropriate control measures; monitoring provision of health treatment and care; undertaking health research; and analyzing medical reports.



VACANCY NO: HS/ 16/2025

CHIEF REGISTERED CLINICAL OFFICER(ANAESTHETISTS), JOB GROUP 'CPSB 07'-FOUR (4) POSTS

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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
- III. Higher Diploma in clinical medicine & surgery; Anesthesia
- IV. Certificate in supervisory skills course lasting not less than two (2) weeks from a recognized institution
- V. Certificate of registration from clinical officers' council
- VI. Certificate in computer application skills from a recognized institution
- VII. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Carrying out specialized clinical care; providing psycho-social interventions; providing clinical services to patients including Ear ,Nose, and Throat/Audiology, Orthopedics and Trauma, Child Health And Paediatrics, Reproductive Health, Ophthalmology, Anesthesia, Lungs, and Skin ,Dermatology And Venereology Heath; Compiling and analyzing clinical data; Implementing community health care activities in liaison with other health workers; Guiding and counselling patients; Sensitizing patients and clients on preventive and promotive health; Providing clinical outreach and school health services; Assessing, preparing and presenting medico-legal reports; Coaching and mentoring students on attachment; Organizing health management teams and convening health management committee meetings; Carrying out disease surveillance; Recommending appropriate control measures; monitoring provision of health treatment and care; undertaking health research; and analyzing medical reports.

VACANCY NO: HS/17/2025

SENIOR REGISTERED CLINICAL OFFICER, JOB GROUP 'CPSB 08'-ONE (1) POST

Salary Scale: Ksh 46,240 x 1,920 – 48,160 x 2,000 – 50,160 x 2,390 – 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 p.m.



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

- I. Served in the grade of Registered Clinical Officer I 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;
- III. Certificate of Registration from the Clinical Officers' Council;
- IV. Certificate in Computer Application Skills from a recognized institution;
- V. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

History taking, examining, diagnosing, treating and managing diseases and conditions in an outpatient or inpatient health facility; sensitizing patients and clients on preventive and promotive health; providing clinical outreach and school health services; coaching and mentoring students on attachment; carrying out surgical procedures as per training and skill; guiding and counseling patients, clients and staff on health issues; assessing, preparing and presenting medico-legal reports; organizing health management teams and convening health management committee meetings; 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; and collecting and compiling clinical data

VACANCY NO: HS/18/2022

PRINCIPAL REGISTERED NURSE, JOB GROUP '06'-TWO (2) POSTS

Salary Scale: Ksh 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 x 3,810-73,160 x 3,590-76,970 x 4,110-81,080 x 4,120-85,200 x 4,410-89,610 x 4,560-94,170 p.m.

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

- I. Served in the grade of Chief Registered Nurse for a minimum period of three (3) years;
- II. 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;
- III. Registration Certificate issued by the Nursing Council of Kenya;
- IV. Valid practicing license from the Nursing Council of Kenya;
- V. Certificate in Management Course lasting not less than four (4) weeks from a recognized institution;



- VI. Certificate in computer application skills from a recognized institution.
- VII. Shown a high degree of professional, competence and administrative capability as well as possess broad experience in setting and evaluating nursing and healthcare standards and programs

DUTIES AND RESPONSIBILITIES: -

Implementing application of the nursing process at the Health service delivery point; co ordinating the provision of appropriate health care service including Integrated Management of Childhood Illness(IMCI), Integrated Management of Adolescence and Adulthood illness(IMAI), immunization, reproductive health, designing health education and counselling interventions for patients/clients and community on identified health needs; managing a service delivery department ;monitoring and evaluating health care at the health service delivery department; preparing training plans/ programmes for nurses at the service delivery department; facilitating the referral of patients and clients appropriately; facilitating patients admission and initiate discharge plans; keeping up to date records of nursing staff; facilitating availability of resources for keeping clinical environment tidy and safe; ensuring effective utilization and safety of assigned medical supplies and equipment; coordinating school health programmes, occupational health activities and homebased care services; conducting clinical teaching and assessment of nursing staff and students; conducting desk reviews on health reports and implementing recommendations related to nursing; and analyzing data for research and compiling reports.

VACANCY NO: HS/ 19/2025

CHIEF REGISTERED NURSE, JOB GROUP 'CPSB 07'-TWENTY-FOUR (24) POSTS

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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

- I. Served in the grade of Senior Registered Nurse for a minimum period of three (3) years;
- II. 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;
- III. Registration Certificate issued by the Nursing Council of Kenya;
- IV. Valid Practicing License from the Nursing Council of Kenya;
- V. Certificate in computer application skills from a recognized institution; and
- VI. Shown merit and ability as reflected in work performance and results.

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DUTIES AND RESPONSIBILITIES: -

Assessing, planning, implementing nursing interventions and evaluating patients outcomes; providing appropriate healthcare service including Integrated Management of Childhood Illnesses (IMCI), Integrated Management of Adolescents and Adulthood illnesses (IMAI), immunization and reproductive health; providing health education and counselling to patients/clients and community on identified health needs; facilitating patients/clients referral appropriately; ensuring tidy and safe clinical environment; conducting clinical teaching and assessment of nursing staff and students; evaluating healthcare outcomes on patients/clients and preparing individualized reports; conducting occupational health needs assessment and making appropriate recommendations; managing a health service delivery section/units; ensuring effective utilization and safety of assigned medical supplies and equipment; conducting desk reviews on health reports and implementing recommendations related to nursing; caring for patients at the health service delivery unit using the nursing process; monitoring healthcare outcomes at the service delivery unit and preparing reports and analyzing data for research and compiling reports.

VACANCY NO: HS/20/2025

SENIOR ENROLLED NURSE I, JOB GROUP 'CPSB 08'-TEN (10) POSTS

Salary Scale: Ksh 46,240 x 1,920 – 48,160 x 2,000 – 50,160 x 2,390 – 52,550 x 2,460-55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 p.m.

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

- I. Served in the grade of Senior Enrolled Nurse II for a minimum period of three (3) years;
- II. Certificate in any of the following disciplines: Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse, Kenya Enrolled Midwife, Kenya Enrolled Psychiatric Nurse or Enrolled Nurse/Midwife from a recognized training institution;
- III. Enrolment Certificate issued by the Nursing Council of Kenya;
- IV. Valid practicing license from Nursing Council of Kenya;
- V. Certificate in computer application skills from a recognized institution;
- VI. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Assessing patients and clients and establishing health care needs; planning and implementing nursing care interventions based on patients'/clients' health needs; providing health education and counselling on identified health and socio-economic needs to patients/clients! referring patients and clients appropriately; facilitating patients' admission and discharge in a health facility; ensuring a tidy and safe clinical environment; ensuring safe custody of in-patients belongings; maintaining records on patients/clients personal and health condition/care; conducting assessment of school health needs; planning, implementing interventions and preparing periodic reports; conducting occupational health needs; assessment, planning, implementing, evaluating, making recommendations and preparing periodic reports; providing appropriate healthcare

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services including immunization, reproductive health; guiding and orienting staff, students and health personnel; and carrying out health outreach activities.

VACANCY NO: HS/21/2025

CHIEF PHYSIOTHERAPIST, JOB GROUP 'CPSB 07'-ONE (1) POST

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2, 920-66,420 x 3,080-69,500 p.m.

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

- I. Served in the grade of Senior Physiotherapist for a minimum period of three (3) years;
- II. Bachelors degree in Physiotherapy from a recognized institution;
- III. Certificate of Registration from the Physiotherapy Council of Kenya (PCK);
- IV. Current Certificate of practice from Physiotherapy Council of Kenya (PCK);
- V. Certificate in any computer application skills;
- VI. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Monitoring patients outcomes on Physiotherapy treatment; carrying out physical disability assessments for categorization, registration and other support; providing health promotion and education to patients/clients on neuro musculoskeletal disorders and health living; training, counselling, guiding and supervising students on clinical attachment and internship and participate in curriculum development and review; analyzing research results from various neuro-musculoskeletal and cardio respiratory articles for use in treatment of Physiotherapy patients/clients; performing specialized Physiotherapy techniques like chest physiotherapy, for clients in critical care units; using specialized physiotherapy techniques following cardiac, neuro and plastic surgery to restore patients health and wellbeing; establishing and operationalizing community based rehabilitation for persons with physical disabilities under disability mainstreaming indicator; coordinating assessment and categorization of persons with disabilities; carrying out research on emerging trends and issues in physiotherapy; planning and providing specifications for procurement and utilization of physiotherapy equipment and materials and training and development of staff under him or her.



OFFICE OF THE GOVERNOR

VACANCY NO: OOG/ 01/2025

**CHIEF ASSISTANT OFFICE ADMINISTRATOR-JOB GROUP 'CPSB 07'-ONE (1)
POST**

Salary Scale: Ksh 52,550 x 2,460- 55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 x 2,920-66,420 x 3,080-69,500 p.m.

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

- I. Served in the grade of Senior Assistant Office Administrator for a minimum period of three (3) years
- II. Diploma in Secretarial Studies from Kenya National Examination Council or Business Education single and group certificate (BES & GC) Stages I, II and III from the Kenya National Examination Council in the following subjects;-
 - a. Shorthand III (Minimum 120 w.p.m)
 - b. Type writing III (50 w.p.m)/Computerized document processing III
 - c. Business English III/Communications II
 - d. Commerce II
 - e. Office practice II
 - f. Office Management III/Office Administration and Management III
 - g. Secretarial duties II
- III. Certificate in Secretarial course lasting not less than Four (4) weeks from Kenya School of Government or any other Government training institution
- IV. Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution
- V. Certificate in computer application from a recognized institution and
- VI. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Word and data processing; Appointments and travel itineraries; Attending to visitors/clients; Handling telephone calls; Coordinating schedule of meeting; Ensuring security of office records, equipment and documents; Maintaining an up-to-date filing system; Establishing and monitoring procedures for record keeping; File movement; Preparing responses correspondences; Managing office protocol and etiquette; Supervising office cleanliness; Managing petty cash and ensuring that documents are carefully handled.



VACANCY NO: OOG/ 02/2025
SENIOR RECORDS MANAGEMENT OFFICER -JOB GROUP 'CPSB 08'-ONE (1)
POST

Salary Scale: Ksh 46,240 x 1,920 – 48,160 x 2,000 – 50,160 x 2,390 – 52,550 x 2,460-55,010 x 2,650 – 57,660 x 2,920 – 60,580 x 2,920 – 63,500 p.m.

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

- i. Served in the grade of Records Management Officer I or in a comparable and relevant position for a minimum period of three (3) years
- ii. Bachelor's Degree in Information Science/Records management or any of the social sciences from recognized institution
- iii. Shown merit and ability as reflected in work performance and results

DUTIES AND RESPONSIBILITIES: -

Supervision of various registries, planning appropriate office accommodation for registries, preparation and submission of budgets estimates for registries, initiating appraisal and disposal of files, documents and other records in registries. Files are well maintained; Documents are carefully handled; Mail management and circulation; Ensure security of information, documentations, files and office equipment's; pending correspondences and bring - ups are checked and appropriate action taken; Mails are received, sorted, opened, dispatched and related registers are maintained; Supervise, guide and develop staff working under him/her.

IMPORTANT INFORMATION TO APPLICANTS/CANDIDATES

- i. All applications should be submitted online on or before **15th April,2025** through the link www.elgeyomarakwet.go.ke click on <online recruitments>
- ii. Only online applications will be accepted;
- iii. Only shortlisted candidates will be contacted;
- iv. Note that it is a criminal offence to submit fake/forged papers;

**THE SECRETARY/CEO,
ELGEYO MARAKWET COUNTY
PUBLIC SERVICE BOARD,
PO BOX 665 - 30700,
ITEN.**

