

## THE COUNTY GOVERNMENT OF MERU



### OFFICE OF THE COUNTY PUBLIC SERVICE BOARD

Email: merucounty@meru.go.ke  
When replying please quote

Meru County Government  
P.O. Box 120-6020

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The County Government of Meru wishes to recruit competent and qualified persons to fill vacancies in the Department of Health as per the constitution of Kenya **2010 and section 451, 150 and 510** of the County Government **Act No.17 of 2012**.

#### **1. REGISTERED NURSE III JOB GROUP 'H' – 550 positions (contract-3 years)**

##### **Duties and Responsibilities**

Duties and responsibilities at this level will entail: assessing, planning, implementing nursing interventions and evaluating patient's outcomes; providing appropriate healthcare service including Integrated Management of Childhood Illnesses (IMCI), immunization, PMTCT, antenatal 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/clients health condition and care; ensuring a tidy and safe clinical environment; and collecting and compiling data.

##### **Requirement**

For appointment into this grade, the candidate 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;
- (i) Registration Certificate issued by the Nursing Council of Kenya;
- (ii) Valid practicing license from Nursing Council of Kenya; and
- (iii) Certificate in computer application skills from a recognized institution.

## **2. NURSING OFFICER 1 JOB GROUP 'K' – 10 positions (Contract-3years)**

### **Duties and Responsibilities**

Duties and responsibilities at this level will entail; providing holistic care by carrying out risk identification and assessment of an individual throughout the lifespan; performing a comprehensive physical examination within various settings; assessing, formulating, planning and implementing evidence-based nursing care for client/patient; creating and maintaining a safe nursing care environment for client/patient; carrying out patient audits to improve client/patient care; collaborating and maintaining effective working relationships among interdisciplinary teams to support client/patient and their families; carrying out therapeutic communication with the patient/client; conducting community health risk assessment and providing outcome based interventions; documenting interventions and nursing outcomes; participating in quality improvement and quality assurance procedures; and diagnosing common health conditions and recommending necessary interventions.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:

- (i) Bachelor Degree in either Nursing or Midwifery from a recognized Institution;
- (i) Registration Certificate issued by the Nursing Council of Kenya;
- (iv) Valid practising license from the Nursing Council of Kenya; and
- (ii) Certificate in computer application skills from a recognized institution.

## **3. REGISTERED CLINICAL OFFICERS III JOB GROUP 'H' – 5 positions**

### **Duties and Responsibilities**

Duties and responsibilities at this level will entail: taking history, examining, diagnosing and treating patient's common ailments at an outpatient or inpatient facility; implementing community Health care 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; carrying out minor surgical procedures as per training skill; collecting and compiling clinical data; and referring patients and clients to appropriate health facilities

### **Requirement**

For appointment into this grade, the candidate must have;

- (i) Diploma in clinical medicine and surgery, or clinical medicine and community health from a recognized institution
- (ii) Certificate of registration from Clinical Officers Council
- (iii) Certificate in computer application skills from a recognized institution.

#### **4. MEDICAL OFFICER JOB GROUP 'M' – 10 positions**

##### **Duties and Responsibilities**

Duties and responsibilities at this level will entail; diagnosing, caring and treating diseases; performing medical and surgical procedures; preparing and responding to emergencies and disasters; participating in management of medicines, medical instruments and equipment, providing health education; maintaining medical records, health information and data; counselling patients and their relatives on diagnoses and bereavement; teaching and coaching medical students, nursing students and clinical officer interns and preparing requisite documents for registration.

For appointment into this grade, a candidate must have:

- i) Bachelor of Medicine and Bachelor of Surgery(M.B;CH.B.) degree from an Institution recognized by medical Practitioners and Dentists Board
- ii) Successfully Completed one(1) year internship from a recognized Institution
- iii) Registration license from the Medical Practitioners and Dentist Board and
- iv) Certificate in computer application skills from a recognized institution.

#### **5. DENTAL OFFICER JOB GROUP 'M' – 2 positions**

##### **Duties and Responsibilities**

Duties and responsibilities at this level will entail; providing dental care, carrying out minor oral and maxillofacial surgery; prosthetics, and conservative dentistry; facilitating admission, disease investigations of patients, report writing and assisting in theatre activities; collecting information on dental health information system; organizing discharge summaries and follow-up of patients; and acting as the first on call on duty

For appointment into this grade, a candidate must have:

- i) Bachelor of Dental Surgery (DS) degree or any other equivalent qualification from an Institution recognized by Medical Practitioners and dentist board
- ii) Successfully Completed one(1) year internship from a recognized Institution
- iii) Registration license from the Medical Practitioners and Dentist Board and
- iv) Certificate in computer application skills from a recognized institution

## **6. PHARMACIST JOB GROUP 'M' – 2 positions**

### **Duties and Responsibilities**

Duties and responsibilities at this level will include; screening prescriptions for legal validity, drug contraindications, drug interactions, appropriateness of dose, frequency and duration of dosing and patient convenience; preparing and dispensing medicines according to good dispensing practices and counseling patients on use of medicines; making extemporaneous preparation; participating in ward rounds; identifying medicinal gaps and challenges; maintaining a daily activity log book for recording all activities undertaken; making necessary referrals; and making entries into the relevant inventory management records and registers

For appointment into this grade, a candidate must have:

- i) Bachelor of Pharmacy degree(B Pharm) from an Institution recognized by the Pharmacy and Poisons Board
- ii) Successfully Completed one(1) year internship from a recognized Institution
- iii) Registration certificate by the Pharmacy and Poisons Board and
- iv) Certificate in computer application skills from a recognized institution

**NB:** Women and People living with disability are encouraged to apply and should clearly indicate the type of disability.

Hand delivered applications should be dropped at the Meru County Public Service Board Offices situated at Ntara Place Building-4<sup>th</sup> floor.

### **How to Apply**

All applications should be submitted in a sealed envelope clearly marked on the left hand-side the position you are applying for and addressed to:

**The Secretary,  
County Public Service Board  
P.O. BOX 120-60200  
MERU.**

Important information to all Applicants:

The applications should reach the Secretary on or before **6<sup>th</sup> October 2017**  
Only shortlisted candidates will be contacted.

**NB. Applicants should seek clearance from**

- Credit Reference Bureau

- Kenya Revenue Authority
- Higher Education Loans Board
- Criminal Investigation Department
- Commission for Higher Education; for those with certificates from Private and foreign institutions.

**END**