

**THE COUNTY GOVERNMENT OF MERU**



**OFFICE OF THE COUNTY PUBLIC SERVICE BOARD**

Email: [merucounty@meru.go.ke](mailto:merucounty@meru.go.ke)

When replying please quote

Meru County Government

P.O BOX 120-60200 Meru

**INTERNAL ADVERT**

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**.

In line with **career succession management**, Meru County Government wishes to fill the following vacant positions **internally**.

**Notice to all applicants:** the deadline day for submission of applications has been extended to **21<sup>st</sup> October 2016**

	Position	Job Group	Requirements/ qualifications		
			Responsibilities	Qualifications	Number of positions
1.	<b>Senior Medical Officer</b>	N	Duties and responsibilities will include: Provision of specialized services in Various disciplines in medicine, surgery and dentistry and other recognized speciality; guide training of young doctors and technical support; provision of specialized care in a specialized unit; management of medical stores and/or plant and equipment in use in the relevant specialization	<ul style="list-style-type: none"><li>• Have completed at least three years services as a medical officer Job group 'M' during which period he/she should have acquired experience in the above functional areas and</li><li>• Have demonstrated ability, initiative and professional competence in organizing, directing and executing work at this level.</li><li>• Have Current Retention Licence</li></ul>	70
2.	<b>Deputy Chief Pharmacist</b>	Q	Duties and responsibility will include: Coordinate provision of pharmaceutical services and implementation of Pharmaceutical, Health and other Government Policies in the County; Consolidation of County reports on pharmaceutical services; Conduct operational research	<ul style="list-style-type: none"><li>• To have served at least three (3) years in the grade of Assistant Chief Pharmacist and;</li><li>• Shown merit and ability as reflected in work performance and results</li></ul>	6

			Provide relevant pharmaceutical services in the Program, Ministry or Department in which they are deployed		
3.	<b>Assistant Chief Pharmacist</b>	P	Duties and responsibilities will include: Coordination and management of Pharmaceutical services in a Sub-County; Consolidate Sub-County/Hospital reports on pharmaceutical services; Provide specialized pharmaceutical services	<ul style="list-style-type: none"> <li>To have served at least three (3) years in the grade of Senior Pharmacist</li> <li>Masters degree in a discipline relevant to Pharmacy</li> <li>Certificate in Strategic Leadership Development Program lasting not less than six (6) weeks from a recognized institution and;</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	1
4.	<b>Senior Pharmacist</b>	N	Duties and responsibilities will include: generating orders for pharmaceuticals; coordinate provision of pharmaceutical services in clinical areas; maintaining drug inventory; provision of health education, outreach services and operational research in a hospital Ensure adherence to pharmacy regulations; collect, analyze and transmit pharmaceutical related data/information	<ul style="list-style-type: none"> <li>To have completed at least three years service as Pharmacist Job Group M during, which period he /she should have acquired experience in the above functional areas;</li> <li>Bachelors degree in Pharmacy from University of Nairobi or any other University recognized by the Pharmacy and Poisons Board</li> <li>Officer must be registered as a pharmacist by pharmacy and poison board</li> <li>Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution and;</li> </ul>	7
5.	<b>Chief Pharmaceutical Technologist</b>	M	Duties and responsibility will include: generating orders for pharmaceuticals; coordinate provision of pharmaceutical services in clinical areas; maintaining drug inventory; provision of health education, outreach services and operational research in a hospital Ensure adherence to pharmacy regulations; collect, analyze and transmit pharmaceutical related data/information	<ul style="list-style-type: none"> <li>Served in the grade of Senior Pharmaceutical Technologist for a minimum period of three (3) years;</li> <li>Diploma in pharmaceutical Technology from a recognized institution;</li> <li>Enrolled by the Pharmacy and Poisons Board</li> <li>Certificate in Supervisory Skills lasting not less than two weeks from a recognized institution</li> <li>Demonstrated merit and ability as reflected from work performance and results.</li> </ul>	2

6.	<b>Senior Pharmaceutical Technologist</b>	L	Duties and responsibilities will include: Assess and supervise students on attachment An officer who has successfully completed a course in Pharmaceutical Analysis may be assigned drug quality control duties	<ul style="list-style-type: none"> <li>Served in the grade of Pharmaceutical Technologist I for a minimum period of three (3) years;</li> <li>Diploma in Pharmaceutical technology from a recognized institution;</li> <li>Enrolled by the Pharmacy and Poisons Board</li> <li>Shown merit and ability as reflected from satisfactory work performance and results.</li> </ul>	1
7.	<b>Pharmaceutical Technologist 1</b>	K	Duties and responsibilities will include: Assist in provision of pharmaceutical services in level 4,5 and 6 health facilities by dispensing drugs and counselling patients on drug use, maintaining drug registers and doing monthly stock take of drugs	<ul style="list-style-type: none"> <li>Served in the grade of Pharmaceutical Technologist II for a minimum period of three (3) years;</li> <li>Diploma in Pharmaceutical Technology from KMTC or any other recognized institution;</li> <li>Enrolled by the Pharmacy and Poisons Board</li> <li>Shown merit and ability as reflected by satisfactory work performance and results.</li> </ul>	4
8.	<b>Deputy Chief Community Oral Health Officer</b>	M	Duties and responsibilities will include: assist the chief community oral health officer at the head quarters or in a hospital; The officer's work will entail organizing and managing of community oral health services in the ministry or provincial hospital ensuring adequate availability of supplies and equipment undertaking technical evaluation of the impact of community oral health services; supervising training and developing staff in the county ;The officer will also be responsible for review for review of training and deployment of staff in a division.	<ul style="list-style-type: none"> <li>Served in the grade of senior community oral health officer for a minimum period of three (3) years</li> <li>Attended a management course lasting not less than four (4) weeks from a recognised institution; and</li> <li>Considerable working knowledge and experience in the provision and management of community oral health services</li> </ul>	5
9.	<b>Senior Community Oral Health Officer</b>	L	Duties and responsibilities will include: managing Community oral health services in hospital. This will involve coordinating the provision of oral health supplies; allocating of duties and deployment of staff	<ul style="list-style-type: none"> <li>served in the grade of community oral health officer 1 for a minimum period of three (3) years</li> <li>A post basic certificate in either epidemiology, health education, medical education, community dentistry, conservative dentistry, periodontology, orthodontics, paedontics or equivalent</li> </ul>	4

				<p>qualification from a recognized institution; and</p> <ul style="list-style-type: none"> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul>	
10.	<b>Community Oral Health Officer 1</b>	K	Duties and responsibilities will include: managing oral health clinics by organizing and scheduling clinic days, patient flows and referrals; teaching and supervising students/interns on practical; ordering dental materials, equipments and instruments for use in the hospitals/clinics	<ul style="list-style-type: none"> <li>• Served in the grade of Community Oral Health Officer II for a minimum period of three (3) years for certificate category.</li> <li>• Diploma in Community Oral Health from a recognized Institution</li> <li>• Show merit and ability as reflected in work performance and results</li> </ul>	5
11.	<b>Deputy Chief Orthopaedic Technologist</b>	M	Duties and responsibilities will include; management of Orthopaedic supportive Services in a hospital; participate in planning, supervision and coordination of orthopaedic supportive services; Ensure availability of supplies and equipment; participate in supervision and counselling of staff working in hospital	<ul style="list-style-type: none"> <li>• Served in the grade of Senior Orthopaedic Technologist for a minimum period of three (3) years.</li> <li>• Have considerable experience and in addition have demonstrated ability, technical competence and efficiency in organizing work and discharging responsibilities at the level of Senior Orthopaedic Technologist.</li> </ul>	5
12.	<b>Senior Orthopaedic Technologist</b>	L	Duties and responsibilities will include; management of Orthopaedic supportive Services in a hospital; participate in planning, supervision and coordination of orthopaedic supportive services; Ensure availability of supplies and equipment; participate in supervision and counselling of staff working in hospital	<ul style="list-style-type: none"> <li>• Served in the grade of Orthopaedic Technologist I for a minimum period of three (3) years.</li> <li>• Have considerable experience and in addition have demonstrated ability, technical competence and efficiency in organizing work and discharging responsibilities at the level of Orthopaedic Technologist I.</li> </ul>	5
13.	<b>Orthopaedic Technologist 1</b>	K	Duties and responsibilities will include; management of Orthopaedic supportive Services in a hospital; participate in planning, supervision and coordination of orthopaedic supportive services; Ensure availability of supplies and equipment; participate in supervision and counselling of staff working in hospital	<ul style="list-style-type: none"> <li>• Served in the grade of Orthopaedic Technologist II for a minimum period of three (3) years.</li> <li>• Have considerable initiative, competence and efficiency in planning, organizing work and discharging responsibilities at the level of Orthopaedic Technologist II.</li> </ul>	4

14.	<b>Chief Assistant Physiotherapist</b>	M	Duties and responsibilities will include: treating and rehabilitating patients/clients using physiotherapy interventions; 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 support	<ul style="list-style-type: none"> <li>• Served in the grade of a Senior Physiotherapist for a minimum period of three (3) years, <b>OR</b> Served in the grade of a Senior Assistant Physiotherapist for a minimum period of three (3) years.</li> <li>• Bachelor's Degree in Physiotherapy from a recognized training institution;- <b>OR</b> Diploma in Physiotherapy from a recognized training institution,</li> <li>• Certificate in supervisory skills course lasting not less than two weeks from a recognized institution for Diploma Holders.</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	12
15.	<b>Senior Assistant Physiotherapist</b>	L	Duties and Responsibilities will include: screening, assessing and providing therapeutic exercises, manual therapy, electrotherapy and hydrotherapy interventions as per the patients/clients formulated treatment plan at an outpatient unit/ward/health institution; carrying out physical disability assessments for categorization, registration and other support	<ul style="list-style-type: none"> <li>• Served in the grade of a Assistant Physiotherapist I or in a comparable and relevant position in the public services for a minimum period of three (3) years.</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	2
16.	<b>Chief Assistant Occupational Therapist</b>	M	Duties and responsibilities will include: Assessing, formulating and implementing patient treatment plan; carrying out functional and vocational assessment and formulate necessary intervention; Maintain records and data relating to patient	<ul style="list-style-type: none"> <li>• Served in the grade of a Senior Occupational Therapist for a minimum period of three (3) years, <b>OR</b> Served in the grade of a Senior Assistant Occupational Therapist for a minimum period of three (3) years.</li> <li>• Bachelor's Degree in Occupational Therapy from a recognized training institution;- <b>OR</b> Diploma in Occupational Therapy from a recognized training institution,</li> <li>• Certificate in supervisory skills course lasting not less than two weeks from a recognized institution for Diploma Holders.</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	10

17.	<b>Chief Radiographer</b>	M	Duties and Responsibilities includes: Implementing policies and regulations on Medical Imaging Services; Ensure safety of radiography equipments in the department; Establish and coordinate procurement; Ensure safe custody of radiographic and photographic supplies	<ul style="list-style-type: none"> <li>• Served in the grade of a Senior Radiographer, Job group L or in a comparable and relevant position in the public services for a minimum period of three (3) years</li> <li>• Management course lasting not less than 4 weeks from Kenya institute of Administration or any other recognized institution</li> <li>• Demonstrated considerable technical competence and administrative capabilities in organizing radiographic services.</li> </ul>	8
18.	<b>Radiographer 1</b>	K	Duties and responsibilities includes; processing, verifying and maintaining information related to patients; providing care and counselling patients and relatives before, during and after examination; coordinate procurement and storage of departmental supplies of radiographic materials	<ul style="list-style-type: none"> <li>• Served in the grade of a Radiographer II, Job group J or in a comparable and relevant position in the public services for a minimum period of three (3) years</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	3
19.	<b>Senior Medical Engineering Technologist</b>	L	Duties and responsibilities will include: implementing medical engineering programmes and projects; providing user support; undertaking preventive maintenance and repairs of medical/hospital equipment, plants, furniture and instruments; installing medical equipment and furniture of medium technology; analysing information for research; preparing Planned Preventive Maintenance schedule	<ul style="list-style-type: none"> <li>• Served in the grade of a Medical Engineering Technologist I for a minimum period of three (3) years.</li> <li>• Successively completed Diploma in Medical Engineering or any other equivalent qualification from a recognized institution; Or</li> <li>• served in the grade of Senior Medical Engineering Technician II for a minimum period of three (3) years;</li> <li>• Certificate in Medical Engineering or any other equivalent qualification from a recognized institution;</li> <li>• Possess considerable experience and have shown competence ability and efficiency in organizing and managing maintenance services at the level of Medical Engineering Technologist I.</li> </ul>	9

20.	<b>Medical Engineering Technologist/senior Medical Engineering Technician</b>	K	Duties and responsibilities will include: implementing medical engineering programmes and projects; providing user support; undertaking preventive maintenance and repairs of medical/hospital equipment, plants, furniture and instruments; installing medical equipment and furniture of medium technology; providing specifications for spare parts and consumables; maintaining inventory of medical/hospital equipment, furniture and plants; processing information for research;	<ul style="list-style-type: none"> <li>• served Medical Engineering Technologist II for a minimum period of three (3)years;</li> <li>• Diploma in Medical Engineering or any other equivalent qualification from a recognized institution;</li> <li>Or</li> <li>• served in the grade of Senior Medical Engineering Technician II for a minimum period of three (3) years;</li> <li>• Certificate in Medical Engineering or any other equivalent qualification from a recognized institution;</li> <li>• Certificate in computer application skills from a recognised institution;</li> </ul>	3
21.	<b>Assistant Chief Health records/Information management Officer</b>	M	Duties and responsibilities will include: Carrying out health records and information system review; designing medical and surgical indices; developing health data quality audit tools	<ul style="list-style-type: none"> <li>• Served in the, grade of Assistant Senior Health Records and Information Management Officer for a minimum period of three (3) years;</li> <li>• Diploma in Health Records and Information Technology from a recognized institution;</li> <li>• Certificate in Supervisory Skills/Management Course lasting not less than two (2) weeks from a recognized institution and</li> <li>• Demonstrated merit and ability as reflected M work performance and results.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Served in the grade of Senior Health Records and Information Management Officer' for a minimum period of three (3) years;</li> <li>• Bachelors degree in :Health Records and 'Information Management from a recognized institution; and</li> <li>• Demonstrated merit and ability as reflected in work performance and result</li> </ul>	5

22.	<b>Assistant Senior Health records/Information management Officer</b>	L	Duties and responsibilities will include: Providing advice on disclosure, confidentiality, security and exchange of health records and information; analysing health records data;...	<ul style="list-style-type: none"> <li>• Served in the grade of Assistant Health Records and Information Management Officer I or Senior Health Records Information Management Assistant for a minimum period of three (3) years;</li> <li>• Diploma in Health Records and Information Technology from a recognized institution and</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul>	9
23.	<b>Assistant Health records/Information management Officer</b>	K	Duties and responsibilities will include: Storing and retrieving medical records and documents; preparing clinics; updating bed bureau; editing patient case records; capturing data...	<ul style="list-style-type: none"> <li>• Served in the grade of Assistant Health Records and Information Management Officer II for a minimum period of three (3) years;</li> <li>• Diploma in Health Records and Information Technology from a recognized institution; and</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• Served in the grade of Health Records and Information Management Assistant I for a minimum period of three (3) years;</li> <li>• Certificate in Health Records and Information Management from a recognised institution; and</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul>	3
24.	<b>Senior health records and Information Management Assistant</b>	K	Duties and responsibilities will include: Storing and retrieving medical records and documents; preparing clinics; updating bed bureau; editing patient case records; capturing data...	<ul style="list-style-type: none"> <li>• Served in the grade of Assistant Health Records and Information Management Officer II for a minimum period of three (3) years;</li> <li>• Diploma in Health Records and Information Technology from a recognized institution; and</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• Served in the grade of Health Records and Information Management Assistant I for a minimum period of three (3) years;</li> <li>• Certificate in Health Records and Information Management from a</li> </ul>	2



				<ul style="list-style-type: none"> <li>recognised institution; and</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul>	
25.	<b>Health records; and Information Management Assistant I</b>	J	Editing patient cases; analysing me Duties and responsibilities will include: dical records data; updating bed bureau; capturing data from service points	<ul style="list-style-type: none"> <li>• Served in the grade of Health Records and Information Management Assistant II for a minimum period of three (3) years;</li> <li>• Certificate in Health Records and Information Management from a recognised institution; and</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul>	2
26.	<b>Nutrition and Dietetic Officer</b>	N	Duties and Responsibilities will includes: initiating and reviewing nutrition programs; providing guidelines on supplemental and therapeutic diets for existing and emerging diseases for hospital	<ul style="list-style-type: none"> <li>(i) For appointment to this grade an officer must have served in the grade of principal Nutrition and Dietetics Officer for a minimum period of three(3) years</li> <li>(ii) Bachelors degree in any of the following disciplines: Foods, Nutrition and Dietetics, dietetics/clinical Nutrition, Food Science, Food Science and Nutrition or Home economics from a recognized institution or diploma in Community Nutrition, clinical Nutrition, or nutrition and dietetics from a recognized institution</li> <li>(iii) Certificate in Senior management Course lasting at least four weeks</li> <li>(iv) Registration by the council of the Kenya institute of Nutritionist and Dieticians(KNDI)</li> <li>(v) Certificate in computer application skills from a recognized institution and</li> <li>(vi) Demonstrated a high degree of professional competence and administrative capacity</li> </ul>	2

27.	<b>Senior Nutrition and Dietetics Officer/Senior Nutrition and Dietetics Technologist</b>	L	Duties and responsibilities include: Provide outpatient and inpatient nutrition care; Provide therapeutic nutrition support in disease management; conduct Nutrition assessment; Counselling patient with specific needs; Prepare monthly reports	<ul style="list-style-type: none"> <li>• Served in the grade of Nutrition and dietetics Officer/Technologist for a minimum period of three (3) years</li> <li>• Bachelors degree in any of the following disciplines: Foods, Nutrition and Dietetics, dietetics/clinical Nutrition, Food Science, Food Science and Nutrition or Home economics from a recognized institution</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• Diploma in Community Nutrition, clinical Nutrition, or nutrition and dietetics from a recognized institution</li> <li>• Registration by the council of the Kenya institute of Nutritionist and Dieticians(KNDI)</li> <li>• Certificate in computer application skills from a recognized institution and</li> <li>• Demonstrated a high degree of professional competence and administrative capacity</li> </ul>	5
28.	<b>Nutrition and Dietetics Technologist I</b>	K	Duties and responsibilities will include: provision of nutrition services in health care facilities; conduct nutrition assessment; undertaking ward rounds and supervising administration on inpatient feeding; collating and analyzing nutrition data, counselling patient with specific nutritional needs, implementing and monitoring outpatient and inpatient supplementary and therapeutic feeding programs; overseeing the nutrition management of patient in health care facilities, preparing monthly nutrition reports in health care facilities	<ul style="list-style-type: none"> <li>• Served in the grade of Nutrition and Dietetics Technologist II for a minimum period of three (3) years</li> <li>• Diploma in Community Nutrition, clinical Nutrition, or nutrition and dietetics from a recognized institution</li> <li>• Registration by the council of the Kenya institute of Nutritionist and Dieticians(KNDI)</li> <li>• Certificate in computer application skills from a recognized institution and</li> <li>• Demonstrated a high degree of</li> </ul>	2

				professional competence and administrative capacity	
29.	<b>Assistant Chief Health Administrative Officer</b>	M	Duties and responsibilities will include: supervision and development of line staff, procurement, maintenance of building, equipment and plant; transport management; revenue collection; sound use of budgetary allocations and security and welfare of staff and patient	<ul style="list-style-type: none"> <li>Served in the grade of a Senior Health Administrative Officer or in a comparable position for a minimum period of three (3) years</li> <li>Demonstrated professional Competence in management of health services in a health Institution</li> </ul>	6
30.	<b>Senior Health Administrative Officer</b>	L	Duties and responsibilities will include: procurement, maintenance of building, equipment and plant; transport management; revenue collection; sound use of budgetary allocations and security and welfare of staff and patient; provide secretarial and administrative support to various management committees	<ul style="list-style-type: none"> <li>Served in the grade of a Health Administrative Officer I or in a comparable position for a minimum period of three (3) years, <b>OR</b> Served in the grade of Senior Health Administrative Officer for a minimum period of three (3) years.</li> <li>A six (6) month certificate course in either health management, administration or business administration/management from a recognized institution</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	5
31.	<b>Health Administrative Officer 1</b>	K	Duties and responsibilities will include: procurement, maintenance of building, equipment and plant; transport management; revenue collection; sound use of budgetary allocations and security and welfare of staff and patient;	<ul style="list-style-type: none"> <li>Officer should have served in the grade of Health Administrative Officer II or in a comparable position for a minimum period of three years</li> </ul>	6
32.	<b>Medical Social Worker</b>	K	Duties and responsibilities: co-ordinate social work activities within a hospital covering a number of units, planning and directing social work programmes such as counseling, placement, home based care, rehabilitation and follow up of patients in general but particularly sensitive cases of pandemic diseases.	<ul style="list-style-type: none"> <li>Served in the grade of a Medical Social Worker I or in a comparable and relevant position in the public services for a minimum period of three (3) years.</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	2
33.	<b>SENIOR PRINCIPAL LABORATORY TECHNOLOGIST</b>	P	Duties and responsibilities will include: implementing laboratory policies, guidelines, strategies and programs; supervising the preparation of reagents,	<ul style="list-style-type: none"> <li>Served in the grade of principal laboratory Technologist for a minimum</li> </ul>	

			<p>stains and examining specimens; verifying and approving results; planning, budgeting and carryout operational research on vector borne disease, communicable and non communicable diseases; developing technical specification for procurement of media, laboratory reagents, apparatus and equipment; Investigate disease outbreak in liaison with other health care providers; developing annual operation plans and laboratory strategic plans; preparing periodical reports</p>	<p>period of three(3) years in public service</p> <ul style="list-style-type: none"> <li>▪ Diploma in medical Laboratory services or any other equivalent qualification from an institution recognised by KMLTTB.</li> <li>▪ Higher diploma in any relevant medical laboratory course recognized by Kenya Medical Laboratory Technician and Technologist Board</li> <li>▪ Must be registered with Kenya Medical Laboratory Technician and Technologist Board and valid practising lincense.</li> <li>• Certificate in senior management course lasting not less than 4 weeks from a recognised institution.</li> <li>• Certificate in computer application skills from a recognised institution.</li> <li>•</li> </ul>	
34.	<b>Chief Medical Laboratory Technologist</b>	M	<p>Duties and responsibilities will include: Implementing laboratory policies, guidelines, strategies and programs; Preparing media for culture and sensitivity testing; Requisitioning of laboratory consumables and apparatus; Investigating disease outbreaks in liaison with other health care providers ;Archiving specimen of medical importance; Preparing laboratory periodical reports</p>	<ul style="list-style-type: none"> <li>• Served in the grade of Senior Medical Laboratory Technologist for a minimum period of three(3) years</li> <li>• Diploma in Medical Laboratory Science or any other equivalent qualification from an Institution recognized by Kenya Medical Laboratory Technician and Technologist Board</li> <li>Or</li> <li>• Served in the grade of Senior medical laboratory Officer I for a minimum period of three(3) years</li> <li>• Bachelors degree in Medical Laboratory Science Science or any other equivalent qualification from an Institution recognized by Kenya Medical Laboratory Technician and Technologist Board</li> </ul> <p><b>And for all categories</b></p> <ul style="list-style-type: none"> <li>• Registration Certificate issued by Kenya Medical Laboratory Technician and Technologist Board</li> <li>• Valid practising license from Kenya Medical Laboratory Technician and Technologist Board</li> </ul>	6

35.	<b>Senior Medical Laboratory Technologist/Senior Medical Laboratory Technician I</b>	L	Duties and responsibilities will include: Receiving and scrutinizing laboratory requisition forms and specimens; Preparing media for culture and sensitivity testing; Preparing clients for collection of specimen Receiving, collecting, labelling and registration of specimen; Disaggregating specimen for processing and analysis	<ul style="list-style-type: none"> <li>• Served in the grade of Senior Medical Laboratory Technician II for a minimum period of three(3) years</li> <li>• Certificate in Medical Laboratory Science or any other equivalent qualification from an Institution recognized by Kenya Medical Laboratory Technician and Technologist Board</li> <li>• Certificate of good clinical laboratory practice and specialised techniques from a recognized institution</li> <li>• <b>Or</b></li> <li>• Served in the grade of Medical Laboratory Technologist I for a minimum period of three(3) years</li> <li>• Diploma in Medical Laboratory Science or any other equivalent qualification from an Institution recognized by Kenya Medical Laboratory Technician and Technologist Board</li> <li>• <b>Or</b></li> <li>• Served in the grade of medical laboratory Officer I for a minimum period of three(3) years</li> <li>• Bachelors degree in Medical Laboratory Science Science or any other equivalent qualification from an Institution recognized by Kenya Medical Laboratory Technician and Technologist Board</li> <li>• <b>And for all categories</b></li> <li>• Registration Certificate issued by Kenya Medical Laboratory Technician and Technologist Board</li> <li>• Valid practising license from Kenya Medical Laboratory Technician and Technologist Board</li> </ul>	19
36.	<b>Medical Laboratory Technologist I/ Senior Medical Laboratory Technician II</b>	K	Duties and responsibilities will include: Receiving and scrutinizing laboratory requisition forms and specimens; Recruiting, preparing and bleeding of blood donors for transfusion services; Preparing clients for collection of specimen; Receiving, collecting, labelling and registration of specimen; Disaggregating specimen for processing and analysis	<ul style="list-style-type: none"> <li>• Served in the grade of Medical Laboratory Technician I for a minimum period of three (3) years</li> <li>• Certificate of good clinical laboratory practice and specialised techniques from a recognized institution</li> <li>or</li> <li>• Served in the grade of Medical Laboratory Technologist II for a minimum period of three(3) years</li> </ul>	11

				<ul style="list-style-type: none"> <li>• Diploma in Medical Laboratory Science or any other equivalent qualification from an Institution recognized by Kenya Medical Laboratory Technician and Technologist Board</li> <li><b>And for all categories</b></li> <li>• Registration Certificate issued by Kenya Medical Laboratory Technician and Technologist Board</li> <li>• Valid practising license from Kenya Medical Laboratory Technician and Technologist Board</li> </ul>	
37.	<b>Senior Assistant Director Clinical Services</b>	Q	<p>Duties and responsibility will include: Monitoring and monitoring implementation of clinical services policies, procedures and guidelines. Ensuring maintenance of standards, ethics and quality assurance of clinical services; Coordination provision of clinical and family health care services in institutions and community. Reviewing Medici- legal standards and guidelines. Conducting research on critical health issues and emerging trends. Reviewing referral strategies and guidelines in liaison with other stakeholders..identifying skill mix and training needs for provision of quality services for provision of quality services in specialised areas including Ear Nose and throat/audiology, ophthalmology, and cataract surgery, child health and paediatrics , anaesthesia, orthopaedics, &amp; Trauma, Epidemiology, lung and skin, RH, medical education, dermatology and vereology and others areas of specialisation as indicated in the scheme of services for clinical personnel.</p>	<ul style="list-style-type: none"> <li>• Served in the grade of an Assistant Director Clinical services for a minimum period of three (3) years.</li> <li>• Bachelor's degree in Clinical Medicine from a recognized institution</li> <li>• Master's degree in any of the following discipline; Clinical medicine, Public Health, Reproductive Health, Tropical Medicine, Colona &amp; Forensic medicine, Medical education, Family health, Health systems management, International Health, Community Health and Development, Health economics, disasters management from and recognized institution.</li> <li>• Certificate of registration from the Clinical Officers Council</li> <li>• Certificate is strategic leadership development program lasting not less than 6 weeks.</li> <li>• Shown outstanding professional competence and administrative capability in the general organization and management of the clinical services function.</li> </ul>	3
38.	<b>Principle Registered Clinical officer /Assistant Director Clinical Services</b>	P	<p>Duties and responsibilities will include: Monitoring and monitoring implementation of clinical services policies, procedures and guidelines. Ensuring maintenance of standards, ethics and quality assurance of clinical services. Coordination provision of clinical and</p>	<ul style="list-style-type: none"> <li>• Served in the grade of a Principal Clinical services for a minimum period of three (3) years.</li> <li>• Bachelor's degree in Clinical Medicine from a recognized institution</li> <li>• Master's degree in any of the following</li> </ul>	5

			<p>family health care services in institutions and community. Reviewing Medici- legal standards and guidelines. Conducting research on critical health issues and emerging trends. Reviewing referral strategies and guidelines in liaison with other stakeholders..identifying skill mix and training needs for provision of quality services for provision of quality services in specialised areas including Ear Nose and throat/audiology, ophthalmology, and cataract surgery, child health and paediatrics , anaesthesia, orthopaedics, &amp; Trauma, Epidemiology, lung and skin, RH, medical education, dermatology and vereology and others areas of specialisation as indicated in the scheme of services for clinical personnel.</p>	<p>discipline; Clinical medicine, Public Health, Reproductive Health, Tropical Medicine, Colona &amp; Forensic medicine, Medical education, Family health, Health systems management, International Health, Community Health and Development, Health economics, disasters management from and recognized institution.</p> <ul style="list-style-type: none"> <li>• Certificate of registration from the Clinical Officers Council</li> <li>• Certificate in strategic leadership development program lasting not less than 6 weeks.</li> </ul> <p><b>Or</b></p> <ul style="list-style-type: none"> <li>• Served in the grade of principal Registered clinical Officer for a minimum period of three(3) years</li> <li>• Higher diploma in clinical medicine and surgery in any of the following disciplines: anesthesia ,Ear Nose and Throat/Audiology, child health and Paediatrics, lung and skin, orthopaedics and trauma, reproductive Health, epidemiology, Opthamology and cataract surgery, dermalogy and venereology or medical Education from a recognized Instituttion</li> <li>• Certificate in senior management course lasting not less than four weeks</li> <li>• Shown outstanding professional competence and administrative capability in the general organization and management of the clinical services function.</li> </ul>	
39.	<b>Principle Registered Clinical officer II/Principal clinical Officer</b>	N	<p>Duties and responsibilities will include: Monitoring and monitoring implementation of clinical services policies, procedures and guidelines. Ensuring maintenance of standards, ethics and quality assurance of clinical services. Coordination provision of clinical and family health care services in institutions</p>	<ul style="list-style-type: none"> <li>• Served in the grade of a Chief Clinical Officer for a minimum period of three (3) years.</li> <li>• Bachelor's degree in Clinical Medicine from a recognized institution</li> <li>• Certificate of registration from the Clinical Officers Council</li> <li>• Certificate in Senior management course</li> </ul>	2

			and community. Reviewing Medi- legal standards and guidelines. Conducting research on critical health issues and emerging trends. Reviewing referral strategies and guidelines in liaison with other stakeholders..identifying skill mix and training needs for provision of quality services for provision of quality services in specialised areas including Ear Nose and throat/audiology, ophthalmology, and cataract surgery, child health and paediatrics , anaesthesia, orthopaedics, & Trauma, Epidemiology, lung and skin, RH, medical education, dermatology and vereolog and others areas of specialisation as indicated in the scheme of services for clinical personnel.	<p>lasting not less than 4 weeks from a recognized institution</p> <p><b>Or</b></p> <ul style="list-style-type: none"> <li>Served in the grade of chief Registered Clinical Officer for a minimum period of three(3) years</li> <li>Diploma in clinical medicine and surgery or clinical medicine and community health from a recognized Institution</li> <li>Certificate in management course lasting for less than 4 weeks from recognized Institution</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	
40.	<b>Chief Registered Clinical officer/chief clinical Officer</b>	M	Duties and responsibilities will include: Providing clinical services in a health facility, conducting ward rounds, reviewing and making referrals. Conducting surgical procedures as per training skills. Offering specialised clinical services including Ear Nose and throat/audiology, ophthalmology, and cataract surgery, child health and paediatrics , anaesthesia, orthopaedics, & Trauma, Epidemiology, lung and skin, RH, medical education, dermatology and vereology and others areas of specialisation as indicated in the scheme of services for clinical personnel.	<ul style="list-style-type: none"> <li>Served in the grade of a Chief Clinical Officer for a minimum period of three (3) years.</li> <li>Bachelor's degree in Clinical Medicine from a recognized institution.</li> <li>Certificate of registration from the Clinical Officers Council</li> <li>Certificate in Senior management course lasting not less than 4 weeks from a recognized institution or</li> <li>served in the grade of senior Registered clinical Officer</li> <li>Diploma in Clinical Medicine and Surgery or Clinical medicine and Community health from a recognized institution.</li> <li>Certificate of registration from the Clinical Officers Council</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	15
41.	<b>Senior Registered Clinical Officer/Senior</b>	L	Duties and responsibilities will include: History taking, examining, treating and managing diseases and conditions in both in patient and outpatient facility. Carrying	<ul style="list-style-type: none"> <li>Served in the grade of a Registered Clinical Officer I for a minimum period of three (3) years.</li> <li>Diploma in Clinical Medicine and Surgery</li> </ul>	20



	<b>Clinical Officer</b>		<p>out surgical procedures as per training and . skills. Guiding and counselling patients, staff on health issues. Assessing and preparing medico- legal reports and organising health management teams, conducting committee meetings at the facility. Conducting ward rounds, reviewing, assessing and making appropriate referrals. Offering specialised services including Ear Nose and throat/audiology, ophthalmology, and cataract surgery, child health and paediatrics , anaesthesia, orthopaedics, &amp; Trauma, Epidemiology, lung and skin, RH, medical education, dermatology and vereology and others areas of specialisation as indicated in the scheme of services for clinical personnel. Collecting and compiling data and research on clinical services and mentoring and coaching students and interns.</p>	<p>or Clinical medicine and Community health from a recognized institution.</p> <ul style="list-style-type: none"> <li>• Certificate of registration from the Clinical Officers Council</li> <li>Or</li> <li>• Or Served in the grade of clinical Officer I for a minimum period of three(3) years</li> <li>• Bachelors degree in clinical medicine from a recognized Insitution</li> <li>• Certificate of registration from the clinical Officers Council</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	
42.	<b>Registered Clinical Officer 1</b>	K	<p>Duties and responsibilities will include: History taking, examining, treating and managing diseases and conditions in both in patient and outpatient facility. Carrying out surgical procedures as per training and . skills. Guiding and counselling patients, staff on health issues. Assessing and preparing medico- legal reports and organising health management teams, conducting committee meetings at the facility. Conducting ward rounds, reviewing, assessing and making appropriate referrals. Offering specialised services and compiling data for clinical research .,</p>	<ul style="list-style-type: none"> <li>• Served in the grade of a Clinical Officer II for a minimum period of three (3) years.</li> <li>• Bachelor Degree OR Diploma in Clinical Medicine &amp; Surgery or Clinical Medicine and Community Health from a recognized institution</li> <li>• Certificate of registration from the Clinical Officers Council</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	19
43.	<b>ASSISTANT DIRECTOR HEALTH PROMOTION</b>		<p>Duties and responsibilities will include; developing of health promotion policies and strategies in liaison with other stakeholders; monitoring and evaluating health promotion programs, projects and activities; monitoring and evaluating training programs for health promotions within Meru County</p>	<ul style="list-style-type: none"> <li>• For appointment to this grade an officer must have served in the grade of principal Health Promotion Officer for a minimum period of three(3) years</li> <li>• Bachelors degree in any of the following disciplines: Health Education Promotion; Health Communication, Community Health, medical Anthropology, psychology or Sociology from a recognized Institution</li> </ul>	1

				<ul style="list-style-type: none"> <li>• Master degree Health Education Promotion, Public health, health communication, community and development from a recognized institution</li> <li>• Certificate in senior management course lasting at least four(4) weeks from a recognized institution</li> <li>•</li> </ul>	
44.	<b>Chief Assistant Health Promotion Officer/Chief Health Promotion Officer</b>	M	<p>Duties and responsibilities will include: Responsible for the implementation of health promotion projects, programmes and activities in their area of jurisdiction. Specific duties and responsibilities include identifying and prioritising health needs, assessing and conducting school health promotion activities, assessing and conducting patient and community health promotion activities. Steering health promotion activities at the health facilities. Creating awareness on disease prevention and control, Training of community health volunteers and extension workers on health promotion. Organising shows and exhibitions, mobilising and educating community groups on priority health promotion issues. Developing and dissemination of health information, education and communication Materials. Developing health operation plans and mobilising resources for health promotion activities.</p>	<ul style="list-style-type: none"> <li>• Served in the grade of a Senior Health Promotion officer for a minimum period of three (3) years OR Served in the grade of a Senior Health Promotion Assistant for a minimum period of three (3) years.</li> <li>• Bachelor's Degree in Health Promotion and Education from a recognized training institution or Bachelor's degree in any of the following disciplines: Health Communication, Community Health, Medical anthropology or sociology from a recognized institution;- <b>OR</b> Diploma in Health promotion and Education from a recognized training institution,</li> <li>• Certificate in supervisory skills course lasting not less than two weeks from a recognized institution.</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	3
45.	<b>Senior Assistant Health Promotion Officer/ Senior Health Promotion Officer</b>	L	<p>Duties and responsibilities will include: Responsible for the implementation of health promotion projects, programmes and activities in their area of jurisdiction. Specific duties and responsibilities include identifying and prioritising health needs, assessing and conducting school health promotion activities, assessing and conducting patient and community health promotion activities. Steering health promotion activities at the health facilities. Creating awareness on disease prevention and control, Training of community health volunteers and extension workers on health</p>	<ul style="list-style-type: none"> <li>• Served in the grade of a Health Promotion Assistant I for a minimum period of three (3) years</li> <li>• Diploma in Health promotion and Education from a recognized training institution,</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	5

			promotion. Organising shows and exhibitions, mobilising and educating community groups on priority health promotion issues. Developing and dissemination of health information, education and communication Materials. Developing health operation plans and mobilising resources for health promotion activities		
46.	<b>Health Promotion officer 1</b>	K	Duties and responsibilities will include: Responsible for the implementation of health promotion projects, programmes and activities in their area of jurisdiction. Specific duties and responsibilities include identifying and prioritising health needs, assessing and conducting school health promotion activities, assessing and conducting patient and community health promotion activities. Steering health promotion activities at the health facilities. Creating awareness on disease prevention and control, Training of community health volunteers and extension workers on health promotion. Organising shows and exhibitions, mobilising and educating community groups on priority health promotion issues.	<ul style="list-style-type: none"> <li>Served in the grade of Health Promotion Assistant II for a minimum period of three (3) years</li> <li>Diploma in Health promotion and Education from a recognized training institution,</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	3
47.	<b>Principal Assistant Office Administrator</b>	N	Duties and responsibilities will include: taking oral dictation; using e-office to research and process data; operate office equipment;	<ul style="list-style-type: none"> <li>Served in the grade of Chief Assistant office Administrator, Job group M for a minimum period of three (3) years;</li> <li>Diploma in Secretarial studies from the Kenya Examination Council or Business Education single and group certificate (BES and GC) stage I, II and III from the Kenya National Examination Council in the following subjects <ul style="list-style-type: none"> <li>a. Shorthand III (minimum 120wpm)</li> <li>b. Typewriting III (50wpm)/computerized document processing III</li> <li>c. Business English III/.Communication II</li> <li>d. Commerce II</li> <li>e. Office practice II</li> <li>f. Office management III/Office administration and</li> </ul> </li> </ul>	2

				<p>management III g. Secretarial duties II</p> <ul style="list-style-type: none"> <li>• Certificate in secretarial management Course lasting not less than four weeks from the Kenya School of Government of any other government training institution.</li> <li>• Certificate in Management Course lasting not less than four weeks from the Kenya School of Government of any other government training institution.</li> <li>• Certificate in Computer application from a recognized institution</li> <li>• Demonstrated professional competence in office administrative services</li> </ul>	
48.	<b>Chief Assistant Office Administrator</b>	M	Duties and responsibilities include: taking oral dictation; using e-office to research and process data; operate office equipment; coordinating schedule of meeting; coordinating travel arrangements	<ul style="list-style-type: none"> <li>• Served in the grade of Senior Assistant office Administrator, Job group M for a minimum period of three (3) years;</li> <li>• Diploma in Secretarial studies from the Kenya Examination Council or Business Education single and group certificate (BES and GC) stage I, II and III from the Kenya National Examination Council in the following subjects <ul style="list-style-type: none"> <li>a) Shorthand III (minimum 120wpm)</li> <li>b) Typewriting III (50wpm)/computerized document processing III</li> <li>c) Business English III/ Communication II</li> <li>d) Commerce II</li> <li>e) Office practice II</li> <li>f) Office management III/Office administration and management III</li> <li>g) Secretarial duties II</li> </ul> </li> <li>• Certificate in secretarial management Course lasting not less than four weeks from the Kenya School of Government of any other government training institution.</li> <li>• Certificate in supervisory skill course lasting not less than two weeks from the Kenya School of Government of any other government training institution.</li> <li>• Certificate in Computer application from</li> </ul>	2

				<ul style="list-style-type: none"> <li>a recognized institution</li> <li>Shown merit and ability as reflected in work performance and results.</li> </ul>	
49.	<b>Senior Assistant Office Administrator</b>	L	Duties and responsibilities include: taking oral dictation; using e-office to research and process data; operate office equipment; coordinating schedule of meeting; coordinating travel arrangements	<ul style="list-style-type: none"> <li>Served in the grade of Assistant office Administrator I or Senior Office Administrative Assistant for a minimum period of three (3) years;</li> <li>Diploma in Secretarial studies from the Kenya Examination Council or Business Education single and group certificate (BES and GC) stage I, II &amp; III from the Kenya National Examination Council in the following subjects <ul style="list-style-type: none"> <li>a) Shorthand III (minimum 110wpm)</li> <li>b) Typewriting III (50wpm)/computerized document processing III</li> <li>c) Business English III/Communication II</li> <li>d) Commerce II</li> <li>e) Office practice II</li> <li>f) Office management III/Office administration and management III</li> <li>g) Secretarial duties II</li> </ul> </li> <li>Certificate in Public Relations and customer care course lasting not less than two weeks from the Kenya School of Government or any other government training institution.</li> <li>Certificate in Computer application from a recognized institution</li> </ul>	3
50.	<b>Assistant Office Administrator 1/senior office Administrative Assistant</b>	K	Duties and responsibilities include: taking oral dictation; operating office equipment; Ensuring security of office record, equipment and document including classified material; record keeping of correspondence and file movement	<ul style="list-style-type: none"> <li>Served in the grade of Assistant office Administrator II or Office Administrative Assistant I for a minimum period of three (3) years;</li> <li>Diploma in Secretarial studies from the Kenya Examination Council or Business Education single and group certificate (BES and GC) stage I, II and III from the Kenya National Examination Council in the following subjects</li> </ul>	10

				<ul style="list-style-type: none"> <li>h) Shorthand III (minimum 100wpm)</li> <li>i) Typewriting III (50wpm)/computerized document processing III</li> <li>j) Business English III/Communication II</li> <li>k) Commerce II</li> <li>l) Office practice II</li> <li>m) Office management III/Office administration and management III</li> <li>n) Secretarial duties II</li> </ul> <ul style="list-style-type: none"> <li>• Certificate in Public Relations and customer care course lasting not less than two weeks from the Kenya School of Government of any other government training institution.</li> <li>• Certificate in Computer application from a recognized institution</li> <li>• Shown merit and ability as reflected in work performance and results.</li> </ul>	
51.	<b>Accountant 1</b>	K	Duties and responsibilities will include: verification of vouchers and committal documents in accordance with laid down rules and regulations; safe custody of government records and assets; balance and ruling of the cash book on daily basis; arrange for withdrawal of cash for office use	<ul style="list-style-type: none"> <li>• For direct appointment to this grade, a candidate must have a Bachelor's degree in Commerce (Accounting or Finance option) and passed part II of the certified public accountant (CPA Examination) or Passed part III of the certified Public Accountants (K) Examination or its approved equivalent qualification.</li> <li>• Promotion: An officer must have Served in the grade of <i>Accountant II, Job group I</i> for a minimum period of three (3) years passed part II of certified Public Account Examination (CPA) or Bachelor's Degree in commerce (Accounting or Finance option), Business Administration (Accounting option) from a recognized institution.</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	10

52.	<b>Senior supply chain Management Assistant</b>	L	Duties and responsibilities will: planning and coordination of supply chain management activities in areas such as procurement, warehousing, distribution, disposal of stores and equipment; market surveys and research, procurement planning and inventory and stock control	<ul style="list-style-type: none"> <li>Served in the grade of a Supply Chain management Officer I or in a comparable and relevant position in the public services for a minimum period of three (3) years OR Served in the grade of a Senior Supply Chain management Assistant I in a comparable and relevant position in the public services for a minimum period of three (3) years.</li> <li>Diploma in Supplies management from a recognized institution.</li> <li>A management course lasting not less than three weeks.</li> <li>Bachelor's Degree in any of the following: Commerce, Business administration, Economics, procurement and Supplies management, Marketing, Law or the equivalent qualification from a recognized institution.</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	1
53.	<b>CHIEF ASSISTANT PUBLIC HEALTH OFFICERS /CHIEF PUBLIC HEALTH OFFICER JOB GROUP</b>	M	Duties and responsibilities will include: An officer servicing at this grade will coordinate environmental health activities in the area of deployment. Specific duties and responsibilities will include: Implementing preventive and promotive health programmes; ensure safety and quality of food and water both for domestic and industrial use; abating sanitary nuisances; promoting hygiene education including school health programmes; undertaking inspection for preventive maintenance of health facilities; vetting and approving building plans; inspecting and issuing of occupancy certificates of new buildings; inspecting commercial 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 places; implementing international health regulations and rules at ports, airports, frontiers and border ports; and	<p>For appointment to this grade, an officer must have:</p> <ul style="list-style-type: none"> <li>Served in the grade of Senior Assistant Public health Officer for Diploma category or Senior Public Health Officer for Degree category for a minimum period of three (3) years</li> <li>Diploma in either Environmental Health Sciences or Public Health Inspection or a Bachelor's Degree in Environmental Health or Public Health from a recognized Institution.</li> <li>Certificate of Supervisory Skills Course lasting not less than two (2) weeks from a recognized Institution</li> <li>Certificate of competence from the Association of Public health Officers for degree holders</li> <li>Certificate in computer application skills from a recognized institution and</li> </ul>	45

			implementing community based health care programmes	<ul style="list-style-type: none"> <li>Show merit and ability as reflected in work performance and results</li> </ul>	
54.	<b>SENIOR ASSISTANT PUBLIC HEALTH OFFICER /SENIOR PUBLIC HEALTH OFFICER</b>	L	<p>Duties and responsibilities will include: An officer at this level will provide environmental Health Extension services in the area of deployment. Specific duties and responsibilities will include:</p> <p>Identifying environmental health issues at community level; maintaining up to date records of services rendered; implementing vector, vermin and rodent control measures; implementing mosquito control strategies; issuing of intimation and statutory notices; inspecting springs and wells to ensure that they are properly maintained and ensure safe sources of drinking water; undertaking inspection for preventive maintenance of health facilities; overseeing construction of sanitary facilities in schools, trading centres and commercial premises; collecting water and food samples for bacteriological and chemical analysis; carrying out immunization; initiating and implementing community based health care programmes; and Following up on proper collection and disposal of solid waste.</p>	<p>For appointment to this grade, an officer must have:</p> <ul style="list-style-type: none"> <li>Served in the grade of Assistant Public Health Officer I for a minimum period of three (3) years.</li> <li>Diploma in either Environmental Health Science or Public Health Inspection from a recognized Institution.</li> <li>Certificate in computer application skills from a recognized institution and Show merit and ability as reflected in work performance and results</li> </ul>	71
55.	<b>ASSISTANT PUBLIC HEALTH OFFICER I / SENIOR PUBLIC HEALTH ASSISTANT</b>	K	<p>Duties and responsibilities will include: An officer at this level will provide environmental Health Extension services in the area of deployment. Specific duties and responsibilities will include:</p> <p>Mobilizing, sensitizing and advising communities on matters related to environmental health; carrying out immunization, defaulter tracing, and reporting on Tuberculosis and other immunizable diseases; Identifying environmental health issues at community level; implementing vector, vermin and rodent control measures; implementing integrated mosquito control strategies; Sitting of homesteads, pit latrines, grain stores, trading centres, emergency camps and giving advice on vermin and rodent control; implementing sanitation and hygiene standards in the community;</p>	<p>For appointment to this grade, an officer must have:</p> <ul style="list-style-type: none"> <li>Served in the grade of Assistant Public Health officer II for a minimum period of three (3) years OR Served in the grade of Public Health Assistant I for a minimum period of three (3) years for certificate category.</li> <li>Diploma in either Environmental Health Science or Public Health Inspection from a recognized Institution OR Certificate in either Environmental Health Sciences or Public Health technology from a recognized.</li> <li>Certificate in computer application skills from a recognized institution and</li> <li>Shown merit and ability as reflected in work performance and results</li> </ul>	15



			undertaking inspection for preventive maintenance at the health facilities, hospital sanitation and health care waste management; issuing of intimation and statutory notices; and inspecting springs and wells to ensure that they are properly maintained and ensure safe sources of drinking water.		
56.	<b>PRINCIPLE REGISTERED NURSE/ PRINCIPLE NURSING OFFICER</b>	N	Duties and responsibilities at this level will entail: implementing application of the nursing process at the health service delivery point; coordinating the provision of appropriate healthcare service including Integrated Management of Childhood Illnesses (IMCI), Integrated Management of Adolescents and Adulthood Illnesses (IMAI), immunization, repFoductive 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 utilisation and safety of assigned medical supplies and equipment; coordinating school health programmes, occupational health activities and home based 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 analysing data for research and compiling reports.	<ul style="list-style-type: none"> <li>(i) An officer must have served in the grade of Chief nursing Officer or chief Registered Nurse for a minimum period of three(3) years or having served at a similar capacity</li> <li>(ii) Bachelors degree in either nursing or midwifery from a recognized University</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>(iii) Diploma in any of the following: Kenya Registered Community Health Nursing; Kenya registered Nursing/Midwife; Kenya registered Nursing/Mental health and psychiatry fro a recognized institution;</li> <li>(iv) Registration certificate issued from Nursing Council of Kenya</li> <li>(v) Certificate in senior management course lasting at least four(4) weeks. 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 programmes</li> <li>(vi)</li> </ul>	3

57.	<b>Chief Registered Nurse/Chief Nursing Officer</b>	M	<p>Duties and responsibilities will include: assessing, planning, implementing nursing interventions and evaluating patient's 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 <b>and</b> 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 utilisation and safety of assigned medical supplies and equipment;</p>	<ul style="list-style-type: none"> <li>• Served in the grade of senior nursing officer or Senior Registered Nurse for a minimum period of three years</li> <li>• Bachelor degree in either nursing or midwifery for BSN Category or</li> <li>• Diploma in any of the following discipline; Kenya Registered Community Health Nursing, Kenya Registered Nursing, Registered Midwifery, Kenya Registered nursing/midwifery or Kenya registered nursing/mental health and psychiatry from a recognized institution</li> <li>• Registration certificate issued from the nursing council of Kenya</li> <li>• Valid practising licence from the Nursing Council of Kenya</li> <li>• Show merit and ability as reflected in work performance and results</li> </ul>	55
58.	<b>Senior Registered Nurse/Senior Enrolled Nurse</b>	L	<p><b>SENIOR REGISTERED NURSE</b>  Duties and responsibilities will include: assessing, planning, implementing nursing interventions and evaluating patient's 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 counseling 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 tidy and safe clinical environment; conducting home visits; conducting nursing teaching and assessment of nursing</p>	<ul style="list-style-type: none"> <li>• Served in the grade of Registered Nurse I for a minimum period of three years for Diploma category <b>OR</b> Served in the grade of Senior Enrolled Nurse II for a minimum period of three years for Certificate category.</li> <li>• Diploma in any of the following discipline; 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 <b>OR</b></li> <li>• Certificate in any of the following discipline; Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse, Kenya Enrolled Nurse, Kenya Enrolled Midwifery, Kenya Enrolled nursing/midwifery or Kenya Enrolled nursing/mental health and psychiatry from a recognized institution</li> </ul>	370

			<p>staff and students</p> <p><b>SENIOR ENROLLED NURSE</b></p> <p>Duties and responsibilities will include: 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 <b>and</b> discharge in a health facility; ensuring a tidy and safe clinical environment; ensuring safe custody of in-patients belongings; maintaining records <b>on</b> patients'/clients personal and health condition/care; conducting assessment <b>of</b> school health needs; planning, implementing interventions and preparing periodic reports;</p>	<ul style="list-style-type: none"> <li>• Registration certificate issued from the nursing council of Kenya <b>OR</b> Enrolment Certificate issued by the nursing council of Kenya</li> <li>• Valid practicing license from the Nursing Council of Kenya</li> </ul>	
59.	<b>Senior Nursing Officer</b>	L	<p>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 clinical . audits to improve client/patient care; collaborating and maintaining effective working relationships among interdisciplinary teams to support client/patient and their families; documenting interventions and nursing outcomes; conducting a community health risk assessment and providing outcome based interventions; and participating in quality improvement and quality assurance procedures.</p> <p>In addition, duties and responsibilities will also include: referring patients and clients appropriately; facilitating patients'</p>	<p>For appointment to this grade, an officer must have:</p> <p>(i) served in the grade of Nursing Officer for a minimum period of two (2) years;</p> <p>(ii) Bachelors Degree in either Nursing or Midwifery from a recognized institution;</p> <p>(iii) Registration Certificate issued by the Nursing Council of Kenya;</p> <p>(iv) Valid practising license from Nursing Council of Kenya;</p> <p>(vi) shown merit and ability as reflected in work performance and results.</p>	10

			<p>admission and initiating discharge plans; maintaining records on patients/clients personal and health condition/care;</p> <p>following up convalescing patients referred from higher facilities for continuity of care; conducting assessment of school health needs, plan, implement interventions,</p> <p>and preparing periodic reports; conducting occupational health needs assessment, planning, implementing, evaluating, making recommendations and preparing periodic reports; conducting community diagnosis and providing feedback; and conducting desk review, collecting data and implementing recommendations of the findings for improvement of nursing care.</p>		
60.	<b>Nursing Officer</b>	K	<p>Duties and responsibilities will entail:</p> <p>providing holistic care by carrying out risk identification and assessment of an individual throughout the lifespan;</p> <p>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;</p> <p>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;</p> <p>participating in quality improvement and quality assurance procedures; and diagnosing common health conditions and recommending necessary interventions.</p>	<p>For appointment to this grade, a candidate must have:</p> <p>(i) Bachelors Degree in either Nursing or Midwifery from a recognized institution;</p> <p>(ii) Registration Certificate issued by the Nursing Council of Kenya;</p> <p>(iii) Valid practising license from the Nursing Council of Kenya; and.</p>	20

61.	<b>Registered Nurse I</b>	K	<p>Duties and responsibilities will include: assessing, planning, implementing nursing interventions and evaluating patient's outcomes; diagnosing common health conditions; 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 counseling 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; collecting and collating data for research;</p>	<ul style="list-style-type: none"> <li>• Served in the grade of Registered Nurse II for a minimum period of three years for Diploma category <b>OR</b> Served in the grade of Enrolled Nurse I for a minimum period of three years for Certificate category.</li> <li>• Diploma in any of the following discipline; 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 <b>OR</b></li> <li>• Certificate in any of the following discipline; Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse, Kenya Enrolled Midwifery, Kenya Enrolled nursing/midwifery or Kenya Enrolled psychiatry nurse from a recognized institution.</li> <li>• Registration certificate issued from the nursing council of Kenya <b>OR</b> Enrolment Certificate issued by the nursing council of Kenya.</li> <li>• Valid practicing license from the Nursing Council of Kenya</li> <li>• Shown merit and ability as reflected in work performance and results</li> </ul>	70
62.	<b>Enrolled Nurse I</b>	J	<p>Duties and responsibilities will include: assessing patients and clients and establishing health care needs; planning and implementing nursing care interventions based on patients'/clients' health needs; providing appropriate healthcare service, including immunization, Prevention of Mother to Child Transmission of HIV (PMTCT), ante-natal care and delivery, 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</p>	<ul style="list-style-type: none"> <li>• Served in the grade of Enrolled Nurse II for a minimum period of three years for Certificate category.</li> <li>• Certificate in any of the following discipline; Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse, Kenya Enrolled Midwifery, Kenya Enrolled nursing/midwifery or Kenya Enrolled psychiatry nurse from a recognized institution.</li> <li>• Enrolment Certificate issued by the nursing council of Kenya.</li> <li>• Valid practicing license from the Nursing Council of Kenya</li> <li>• Shown merit and ability as reflected in</li> </ul>	52

			environment;	work performance and results	
63.	<b>Drivers</b>	J	Duties and responsibilities will include: driving assigned vehicles; carrying out routine checks on the vehicle; detecting and reporting malfunction of the vehicle system; maintenance of work ticket; Ensuring security of vehicle; overseeing safety of passenger/and/or goods	<p>Officer must have served in the grade of Chief Driver for minimum of 3 years. Passed occupational trade test 1 for driver</p> <p>A valid driving license free from any current endorsement(s) for classes of vehicles is required to drive</p> <p>Defensive driving certificate from automobile association of Kenya or its equivalent qualification from a recognized institution</p> <p>A valid certificate of good conduct</p> <p>Attend a first aid certificate course lasting not less than one week from St. John Ambulance or Kenya Institute of Highway and Building Technology or any other recognized Institution</p>	3
64.	<b>Telephone Operator</b>	J	Duties and Responsibilities will include: the officer will be responsible for supervision of work at the switchboard; telephone exchange routine work; preparation of duty/annual leave roster for Telephone Personnel; liaising with Engineers/Technicians on maintenance of telephone exchange equipment/facilities, with Accounts Section on payment of telephone bills and with Supplies Section on procurement of telephone facilities/spares parts and stationery.	<p>For appointment to this grade an officer must have served in the grade of Senior Telephone Operator or in a comparable and relevant position in the Public Service for a minimum period of three years</p> <p>Have attended and passed a certificate course for Government Telephone Supervisors lasting not less than four months from a government from a Government Training Institute or any other recognized Institution; be proficient in computer applications; possess good oral and written communication skills in both English and Kiswahili</p>	1
65.	<b>Clerical Officers</b>	J	Duties and responsibilities will involve coordination of clerical work in a section; maintenance of general cleanliness and security of buildings and equipment; planning of office accommodation and layout; processing of documents for issue of licenses or certificate under relevant Acts. In addition, the officer will induct new Clerical Officers, and supervise and guide staff	<p>For appointment to this grade, an officer must: have served in the grade of Senior Clerical Officer for at least 3 years</p> <p>Possess a certificate in any of the following disciplines; Human resource Management, Business administration, Kenya Accounts Technician Certificate (KATC), Kenya Administration and Management Examination (KAME) or any other</p>	8

			working under him/her.	approved equivalent qualification from recognized Institution  Be in possession of an ICT certificate and be proficient in word processors, spread sheets, presentation and database and have shown merit and ability as reflected in work performance and results	
66.	<b>Chef</b>	J	Duties and responsibilities will include: efficient and proper organisation and management of food production services; Ensure that all raw foods to be used in production are assembled in good time; issuing dry goods from the store; stock taking monthly; receive fresh produce and checking for required specification	Satisfactorily served in the grade of Assistant Chef for at least 3 years and demonstrated knowledge and skills in Institutional food preparation	2
67.	<b>Senior deputy of director medical services /chief specialist for medical officers/dental officers</b>	R	Duties and responsibilities will include: provision of specialist opinion in the relevant areas of specialization at national/County level: provide national guidelines for standard of health care in the relevant specialization for both clinical and community health practice; Give training to the support professional and technical personnel and to participate in development of national plans and programmes in Ministry of Health	<ul style="list-style-type: none"> <li>• Have served at the level of Deputy Director of medical services/Senior specialist for a minimum period of three years in his/her specialty</li> <li>• Have demonstrated a high degree of administrative capability coupled with broad professional experience and competence.</li> <li>• Have Current Retention Licence</li> <li>• Certificate in strategic leadership development program lasting not less than 6 weeks.</li> </ul>	8
68.	<b>Deputy director of medical services /senior specialist for medical officers/dental officers</b>	Q	Duties and responsibilities will include: management of healthcare services at sub-county level; organization and management of framework of health delivery system at county or sub-county level; planning and implementation of specific projects and programs related to areas of healthcare including curative, preventive and promotive; provision of epidemiological surveillance on disease and conditions; developing strategies for prevention or eradication of these conditions and disease; provision of health services in the various disciplines in medicine; a specialist will be expected to	<ul style="list-style-type: none"> <li>• Have served at the level of Deputy Director of medical services/Senior specialist for a minimum period of three years in his/her specialty</li> <li>• Have demonstrated a high degree of administrative capability coupled with broad professional experience and competence. <ul style="list-style-type: none"> <li>• Certificate in strategic leadership development program lasting not less than 6 weeks.</li> </ul> </li> <li>• Have Current Retention Licence</li> </ul>	10

			provide professional guidance and training to doctors, dentists and health personnel; provide necessary guidance, training and development of support services to professional and technical staff in clinical practices		
69.	<b>Assistant director of medical service/specialists medical officers/dental officers</b>	P	Duties and responsibilities will include: management of healthcare services at sub-county level; organization and management of framework of health delivery system at county or sub-county level; planning and implementation of specific projects and programs related to areas of healthcare including curative, preventive and promotive; provision of epidemiological surveillance on disease and conditions; developing strategies for prevention or eradication of these conditions and disease; provision of health services in the various disciplines in medicine; a specialist will be expected to provide professional guidance and training to doctors, dentists and health personnel	<ul style="list-style-type: none"> <li>• Must have served at the level of Senior Medical Officer /Dental Officer for a minimum period of three years in the specialty.</li> <li>• Have obtained a relevant and approved specialization/qualification in his or her field from the University of Nairobi or any other recognized university</li> <li>• Certificate in Management cause lasting not less than 4 weeks from a recognised institution.</li> <li>• Have Current Retention Licence</li> </ul>	9
70.	<b>ASSISTANT DIRECTOR, PROSTHETIC/ORTHOTIC(ORTHOPAEDIC TECHNOLOGY)</b>	P	plan supervise, guide, evaluate and coordinate supportive services ; order and maintain records of supplies and ensures availability of materials; supervise and coordinate services in the county	<p>(i) Completed at least three (3) years at the grade of principal Orthopaedic Technologist Job group N</p> <p>(ii) Possess a bachelors degree in either prosthetics/Orthotics, Rehabilitation science, health care management or any other equivalent and relevant degree</p> <p>(iii) Attended managerial /strategic leadership course for a period not less than six(6) weeks</p>	1
71.	<b>SENIOR PRINCIPAL LABORATORY TECHNOLOGIST</b>	P	coordinating laboratory services within Meru County; preparing and implementing work plans and programs	<p>(i) Served in the grade of principal laboratory Technologist for a minimum period of three(3) years in public service</p> <p>(ii) Higher diploma in any relevant medical laboratory course recognized by Kenya Medical Laboratory Technician and Technologist Board Must be registered with Kenya Medical Laboratory Technician and</p>	1



				Technologist Board	
72.	<b>ASSISTANT DIRECTOR DISEASE SURVEILLANCE</b>	P	Duties and responsibilities will include: implementing disease surveillance program, procedures, guidelines, standards ethics and quality assurance systems within Meru County	<ul style="list-style-type: none"> <li>Served in a relevant health field for a minimum period of six years.</li> <li>Be a holder at least a Bachelor's degree or its equivalent in a relevant field e.g. 1Medicine, dentistry, public health, nursing, medical laboratory or clinical medicine from a recognized University.</li> <li>Be a holder at least a Masters degree or its equivalent in epidemiology, public health or any other relevant field from a recognized institution.</li> </ul>	
73.	<b>ASSISTANT DIRECTOR PUBLIC HEALTH</b>	P	Monitoring, enforcing and implementing statutory provisions and other relevant legislation on Public health, setting standards and guidelines in provision of Public health services,	<ol style="list-style-type: none"> <li>For appointment to this grade an officer should have served in the post of principal Public health Officer or Assistant Principal I for a minimum of three years</li> <li>Post graduate diploma in any of the following disciplines: Food science and Inspection, solid Waste management, Occupation Health and safety, epidemiology, health promotion and occupation</li> <li>Bachelor's degree in Public Health or Environmental Health</li> <li>Masters degree in Public Health or Environmental Health</li> </ol> <p>Certificate in senior management course</p>	1
74.	<b>ASSISTANT DIRECTOR RADIOGRAP HY SERVICES</b>	P	Duties and responsibilities will include: Management of medical imaging at level 5 hospital, overseeing provision of radiography services to hospital within Meru County	<p>For appointment to this grade an officer should have served in the grade of principle radiographer or in a comparable relevant position in public service for at least three years</p> <p>A master's degree in any of the following field; radiation technology management or equivalent qualification from a recognized institution</p>	1

75.	<b>DEPUTY DIRECTOR HEALTH ADMINISTRATION /DEPUTY CHIEF HEALTH ADMINISTRATIVE</b>	Q	He/she will supervise the Sub County Health administrative Officers; promote discipline and professionalism in the cadre	<ul style="list-style-type: none"> <li>(i) For appointment to this grade an officer should have served satisfactorily in the position of chief Health Administrative Officer or in a comparative position for at least three (3) years</li> <li>(ii) He/ she should demonstrate professionalism, competency, and administrative ability in management of health services in the County</li> <li>(iii) Certificate in senior management course lasting at least four(4) weeks from a recognized institution</li> </ul>	
76.	<b>SENIOR ASSISTANT CHIEF HEALTH ADMINISTRATIVE OFFICER/COUNTY HEALTH ADMINISTRATIVE OFFICER</b>	P	He/she will supervise the Sub County Health administrative Officers; promote discipline and professionalism in the cadre	<ul style="list-style-type: none"> <li>(i) For appointment to this grade an officer should have served satisfactorily in the position of chief Health Administrative Officer or in a comparative position for at least three (3) years</li> <li>(ii) He/ she should demonstrate professionalism, competency, and administrative ability in management of health services in the County</li> <li>(iv) Certificate in senior management course lasting at least four(4) weeks from a recognized institution</li> </ul>	1
77.	<b>ASSISTANT DIRECTOR, NUTRITION AND DIETETIC</b>	P	Duties and responsibilities will include; developing and implementing nutrition programs; coordinating provision of nutrition activities within Meru County	<ul style="list-style-type: none"> <li>(i) For appointment to this grade an officer must have served in the grade of principal Nutrition and Dietetics Officer for a minimum period of three(3) years</li> <li>(ii) Bachelors degree in any of the following disciplines: Foods, Nutrition and Dietetics, dietetics/clinical Nutrition, Food Science, Food Science and Nutrition or Home economics from a recognized institution</li> <li>(iii) Masters degree in any of the</li> </ul>	1

				<p>following disciplines: Foods, nutrition and dietetics, clinical nutrition and dietetics, Public health nutrition, Food/Nutrition and Dietetics, human nutrition, Applied Human Nutrition, food science and nutrition, Home Economics, or Public health and Epidemiology from a recognized institution</p> <p>(iv) Registration by the council of the Kenya institute of Nutritionist and Dieticians(KNDI)</p>	
78.	<b>ASSISTANT DIRECTOR COMMUNITY HEALTH</b>	P	Duties and responsibilities will include; overseeing the implementation of community health activities, initiating formulation of community health policies and linkages	<p>For appointment to this grade the officer must have served in the grade of principal community health officer for a minimum period of three(3) years</p> <p>Bachelors degree in any of the following disciplines: Community health; Public health; Environmental Health; epidemiology</p> <p>Masters degree in any of the following disciplines: Community health; Health System strengthening; Health Promotion Education; Nutrition; Public Health</p>	1
79.	<b>ASSISTANT DIRECTOR HEALTH RECORDS AND INFORMATION MANAGEMENT</b>	P	Duties and responsibilities will include; implementing: health records and Information policies and procedures; implementing medical rules and regulations within Meru County	<p>Served in the grade of principal Health records and Information Management Officer for a period at least of three(3) years</p> <p>Bachelors degree in health Records and Information management from a recognized institution</p> <p>Masters degree in relevant disciplines</p>	1

**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 the 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:**

ALL APPLICANTS MUST ATTACH PHOTOCOPIES OF THEIR ACADEMIC AND PROFESSIONAL CERTIFICATES AND OTHER TESTIMONIALS.

The applications should reach the Secretary on or before **21<sup>st</sup> OCTOBER 2016.**

Only shortlisted candidates will be contacted.