

## COUNTY GOVERNMENT OF KIAMBU



### COUNTY PUBLIC SERVICE BOARD

P.O BOX 2362-00900

KIAMBU

### ADVERTISEMENT OF VACANCIES

Kiambu County Public Service Board is a body corporate established under Section 57 of the County Governments Act, 2012 pursuant to Article 235 of the Constitution of Kenya 2010. Section 59 of the County Governments Act 2012 outlines the functions of the CPSB among them being “*appoint persons to hold or act in offices of the county public service including in the Boards of cities and urban areas within the County and to confirm appointments.*”

Pursuant to the above constitutional and legal provision, the Board invites applications from suitably qualified persons who wish to be considered for the positions listed below in the County department of Health Services.

#### **1. CLINICAL OFFICER - JOB GROUP CPSB 09 (K) (4 POSTS)**

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

- Taking history, examining, diagnosing and treating patients' common ailments at an outpatient or inpatient health 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 and skill;
- Collecting and compiling clinical data and
- Referring patients and clients to appropriate health

### **Requirements for Appointment**

For appointment to this grade, a candidate must be in possession of: -

- Bachelor's degree in Clinical Medicine from a recognized institution;
- Certificate of registration from the Clinical Officers' Council;
- A valid practicing license from Clinical Officers Council;
- Three (3) years relevant experience;
- Certificate in Computer application skills from a recognized institution ; and
- Shown merit and ability as reflected in work performance and results.
- Satisfies the requirements of chapter six of the constitution of Kenya.

## **2. REGISTERED CLINICAL OFFICER III - JOB GROUP CPSB 11 (H) - (10 POSTS)**

### **Duties and Responsibilities**

- Taking history, examining, diagnosing and treating patients' common ailments at an outpatient or inpatient health 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 and skill;
- Collecting and compiling clinical data; and
- Referring patients and clients to appropriate health.

### **Requirements for Appointment**

For appointment to this grade, a candidate must be in possession of: -

- Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community health from a recognized institution;
- Certificate of Registration from the Clinical Officers' Council;
- A valid practicing license from Clinical Officers Council;
- Three (3) years relevant experience;
- Certificate in Computer Application Skill from a recognized institution and
- Shown merit and ability as reflected in work performance and results.
- Satisfies the requirements of chapter six of the constitution of Kenya

**Terms of engagement: Contract**

**Salary: As set by the Salaries and Remuneration Commission (SRC).**

## How to Apply

All applicants should submit their applications cover letter together with copies of their detailed curriculum vitae with names, address and telephone contacts of three referees. academic and professional certificates, testimonials, national identity card or passport and any other supporting documents.

Applications should be addressed to:

**Secretary/CEO  
County Public Service Board  
County Government of Kiambu  
P O Box 2362 - 00900  
KIAMBU**

### NOTE:

1. ALL applications should be hand delivered in a sealed envelope, **clearly marking on top of the envelope the position applied for**, and dropped in the specific box provided at County Public Service Board offices, Room 103, first floor at Thika Sub-County offices between 8.00 a.m. and 5.00 p.m. on weekdays.
2. Applications should reach the Board on or before **Wednesday 19th June, 2024**.
3. Shortlisted candidates will be required to produce their **original** identity card, academic and professional certificates and submit clearance from the following institutions:
  - **Kenya Revenue Authority (KRA)**
  - **Ethics and Anti-Corruption Commission (EACC)**
  - **Directorate of Criminal Investigations (DCI)**
  - **Higher Education Loans Board (HELB)**
  - **Credit Reference Bureau (CRB)**
4. County Government of Kiambu is an equal opportunity employer, women, youth and people living with disability are encouraged to apply.
5. The Board and the County Government of Kiambu is a corruption free zone. We caution candidates not to fall victim of fraudsters and impersonators who solicit for money with a promise to secure them jobs in the County. The Board shall bear no responsibility for any personal loss arising from such unlawful dealings. Report any of such cases to the Police.