

REPUBLIC OF KENYA



KAKAMEGA COUNTY PUBLIC SERVICE BOARD

INTERNAL ADVERTISEMENT

- Provide strategic leadership for technical health services in the county
- Shall provide necessary advice to the Chief Officer on technical matter of health
- Ensuring efficient management and coordination of the County Health Management Team activities
- Ensure proper coordination, monitoring and evaluation of the technical aspects of the Kakamega County Strategic and Investment Plan
- Any other duties as may be assigned from time to time by the Chief Officer of Health Service or other Seniors

Qualifications, Experience and General Requirements

- Be a Kenyan citizen
- Have a Bachelor of Medicine and Surgery Degree from a recognized University
- Have a Masters Degree in Medical Field
- Be registered with the Kenya Medical Practitioners and Dentist Board
- Must have Strategic Leadership Development Programme Course
- Have a valid practising license
- Have at least five (5) years of working experience as a specialist
- Satisfy the requirements of Chapter Six of the Constitution of Kenya, 2010
- Demonstrate understanding of commitment to the national values and Principles of Public Service Governance as espoused in the constitution of Kenya 2010 Article 10 and 232
- Have certificate of Good Conduct
- Have clearance certificate from HELB
- Must have clearance from Kenya Ethics and Anti-corruption Commission
- Have tax compliance certificate from KRA
- Have capacity to undertake multi-tasks within strict timelines
- Be proficient in computer skills

2. HEAD OF CLINICAL AND REHABILITATIVE SERVICES, JOB GROUP 'R' – (1 POST)

The Head of Clinical Services will be answerable to the County Director of Health Services. He/She will be responsible for implementation of policies and procedures for effective and efficient management of clinical services.

Duties and Responsibilities

The specific duties will be to oversee service delivery in the following areas among others

- Diagnostic Services
- Clinical Services
- Nursing Services

- Pharmaceutical Services
- Blood Safety
- Rehabilitative services
- Referral services
- Any other duties as may be assigned from time to time

Qualifications, Experience and General Requirements

- Be a Kenyan citizen
- Have a Bachelor of Medicine and Surgery Degree from a recognized University
- Have a Masters Degree in a Medical field
- Be registered with the Kenya Medical Practitioners and Dentist Board
- Must have Strategic Leadership Development Programme Course
- Have a valid practicing license
- Have at least five (5) years of working experience as a specialist
- Satisfy the requirements of Chapter Six of the Constitution of Kenya, 2010
- Demonstrate a good understanding of the County Government's mandate, health policies, vision, mission, as well as vision 2030
- Demonstrate understanding of and commitment to the national values and principles of Public Service Governance as espoused in the Constitution of Kenya 2010 Article 10 and 232
- Have Certificate of Good Conduct
- Have clearance certificate from HELB
- Must have clearance from Kenya Ethics and Anti-corruption Commission
- Have Tax Compliance certificate from KRA
- Have capacity to undertake multitasks within strict timelines
- Be proficient in computer skills

3. MEDICAL SUPERINTENDENT FOR COUNTY GENERAL HOSPITAL, KAKAMEGA, JOB GROUP 'R' – (1 POST)

The Medical Superintendent will be answerable to the Head of clinical and rehabilitative Services.

He/she will be responsible for overseeing overall administrative and managerial responsibilities in the County General Hospital

Duties and Responsibilities

The specific duties will be to oversee service delivery in the following areas

- The management of hospital in the day to day basis
- Team leader of the hospital management team
- The secretary to the hospital management committee
- Set up standards of health care services in all the hospital departments

- Set and maintain high level of discipline of all the hospital staff by chairing all the advisory committee meeting in the hospital
- Shall be the A.I.E holder in the hospital
- Shall be the Chair of hospital Executive Expenditure Committee
- Do Hospital Annual Work Plan in line Vision 2030, National Health Sector Strategic plan, County integrated Development plan, County Health Strategic plan and County Health Annual work Plan
- Supervise the specialists, MO, interns and all other workers and the Heads of all the other Departmental Heads, through Departmental Heads will ensure that all departments are fully functional.

Qualifications, Experience and General Requirements;

- Be a Kenyan citizen
- Have a Bachelor of Medicine and Surgery Degree from a recognized University
- Have a Masters Degree in a Medical field
- Be registered with the Kenya Medical Practitioners and Dentist Board
- Must have Strategic Leadership Development Programme Course
- Have a valid practicing license
- Have at least five (5) years of working experience as a specialist
- Satisfy the requirements of chapter six of the Constitution of Kenya, 2010
- Demonstrate a good understanding of the County Government's mandate, health policies, vision, mission, as well as vision 2030
- Demonstrate understanding of and commitment to the National Values and Principles of Public Service Governance as espoused in the Constitution of Kenya 2010 Article 10 and 232
- Have certificate of good conduct
- Have clearance certificate from HELB
- Must have clearance from Kenya Ethics and Anti-corruption Commission
- Have tax compliance certificate from K.R.A
- Have capacity to undertake multitasks within strict timelines
- Be proficient in computer skills

4. HEAD PLANNING, MONITORING, EVALUATION AND ADMINISTRATION, JOB GROUP 'Q' – (1 POST)

The head of Planning, Monitoring, Evaluation and Administration will be answerable to the County Director of Health Services.

He/She will be responsible for implementation of policies and procedures for effective and efficient management of planning, monitoring, evaluation and administration in the Ministry of Health Services.

Duties and Responsibilities

The specific duties will be to oversee service delivery in the following areas

- Health Administrative function
- Health Financial Management
- Health Information Systems
- Health planning, Monitoring and Evaluation
- Standards, Quality Assurance & Research
- Any other duties as may be assigned from time to time

Qualifications, Experience and General Requirements

- Be a Kenyan citizen
- Have a BSc in M & E, Health System Management, Health Economics or Health Records and Information Systems from a recognized University
- A Masters degree in relevant areas/field
- Have a Certificate in Health Systems Management
- Must have Senior Management Course
- Have at least ten (10) years of working experience, out of which three (3) years should have been at a senior management level
- Satisfy the requirements of Chapter Six of the Constitution of Kenya, 2010
- Demonstrate a good understanding of the county government's mandate, health policies, vision, mission, as well as Vision 2030
- Demonstrate understanding of and commitment to the National Values and Principles of Public Service Governance as espoused in the Constitution of Kenya 2010 article 10 and 232
- Have Certificate of Good conduct
- Have clearance certificate from HELB
- Must have clearance from Kenya Ethics and Anti-corruption Commission
- Have tax compliance certificate from KRA
- Have capacity to undertake multitasks within strict timelines
- Be proficient in computer skills

5. COUNTY STANDARD, QUALITY ASSURANCE AND RESEARCH OFFICER, – JOB GROUP 'P' – (1 POST)

County Standards, Quality Assurance and Research Officer will be answerable to the head of Planning, Monitoring, Evaluation and Administration.

He /She will be responsible for implementation of policies and procedures for effective and efficient management of Standards, Quality Assurance and Research in the Department of Health Services.

Duties and Responsibilities

The specific duties will be to oversee service delivery in the following areas

- Conduct Health Researches in all areas
- Monitor Continuous Professional Development
- Ensure Health Standards are maintained
- Ensure Quality assurance
- Ensure all health Regulations are followed
- Ensure Standards Operating Procedures are adhered to
- Ensure use of clinical guideline in departments
- Any other duties as may be assigned from time to time

Qualifications, Experience and General Requirements

- Be a Kenyan citizen
- Have a Bachelors Degree from a recognized University in a health related field either
 - i. Bachelor of Medicine and Bachelor of Surgery (MBChB); or
 - ii. BSc (Health Systems Management); or
 - iii. BSc (Clinical Medicine); or
 - iv. BSc (Nursing); or
 - v. A Bachelor degree in Public Health
- A Masters degree in Public Health, epidemiology or Health Economics
- Have a Certificate in Health Systems Management
- Must have Senior Management Course
- Be proficient in Data analysis using EPI Info, Statistical Package for Social Science will be an added advantage
- Have at least six (6) years of working experience, out of which three (3) years should have been at a Senior Management level
- Satisfy the requirements of chapter six of the constitution of Kenya, 2010
- Demonstrate a good understanding of the county government's mandate, health policies, vision, mission, as well as Vision 2030
- Demonstrate understanding of and commitment to the national values and principles of Public Service Governance as espoused in the constitution of Kenya 2010 Articles 10 and 232
- Have certificate of good conduct
- Have clearance certificate from HELB
- Must have clearance from Kenya Ethics and Anti-corruption Commission
- Have tax compliance certificate from KRA
- Have capacity to undertake multitasks within strict timelines

The Qualified candidates are requested to make their applications by completing one CGKK/CPSB 2(a) form. The form can be downloaded from Kakamega County website www.kakamega.go.ke.

Completed application form together with copies of applicant's Academic/Professional certificates and letter of appointment/promotion to their current grade should reach:-

The Secretary/CEO
County Public Service Board
P O Box 458-50100
KAKAMEGA

Or

Hand delivered to the Customer Care Desk at Former Provincial Commissioner's Office, Block 'B', 2nd Floor on or before 29th September, 2015.

Kindly circulate the information to the qualified officers in your respective departments.