



MAKUENI COUNTY PUBLIC SERVICE BOARD
P.O BOX 49 – 90300 MAKUENI Tel: 020 2026751
Email: cpsb@makueni.go.ke
web: www.makuenipsb.go.ke

VACANCIES

DEPARTMENT OF HEALTH SERVICES

Makueni County Public Service Board is a body corporate established under Section 57 of the County Governments Act 2012 whose mandate includes appointing persons to hold or act in the offices of County Public Service.

In order to strengthen the capacity of the Public Service, the Board wishes to recruit competent and qualified persons to fill the following positions as per Section 59 of the County Governments' Act 2012.

1. SENIOR ASSISTANT DIRECTOR OF MEDICAL SERVICES/MEDICAL SPECIALIST I JOB GROUP 'Q' (17 POSTS)

S/No	Speciality/Specialist name	Number
1	Family Medicine	4
2	Physician	2
3	Epidemiology	1
4	Psychiatrist	1
5	Ophthalmology	1
6	Gynaecologist	1
7	Dermatologist	1
8	Orthopaedic surgeon	2
9	Paedetrician	1
10	Pathologist	1
11	Emergency medicine	1
12	General Surgeon	1
	TOTAL	17



Duties and Responsibilities

1. Undertaking general diagnosis, care, treatment and rehabilitation of patients
2. Carrying out specialized clinical care, providing psycho-social interventions
3. Providing clinical services to patients
4. Training, consulting and performing surgeries in various health facilities
5. Carrying out forensic and medico-legal services
6. Coordinating disease surveillance, prevention and control
7. Coordinating health education and promotion
8. Implementing health projects and programs
9. Maintaining up to date health information systems,
10. Monitoring provision of health treatment and care
11. Undertaking health research and analyzing medial reports

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

1. Bachelor of Medicine and Bachelor of Surgery (M.B.Ch.B) degree from an institution recognized by Medical Practitioners and Dentist Board;
2. Master's degree in any of the following fields: Medicine, Anesthesia, Cardiothoracic surgery, dermatology, Ear, Nose and throat, Otorhinolaryngology, family medicine, general surgery, geriatrics, Internal Child Health, Palliative Medicine, Pathology, plastic and Reconstructive surgery, psychiatry, public health, Radiology, Health systems Management, public Health Microbiology and Emerging Infectious Diseases, Biostatistics or equivalent qualification from an institution recognized by the Medical Practitioners and Dentists Board,
3. At least twelve (12) years' experience, three (3) of which must have been at a management level in public or private sector;
4. Certificate of Registration by the Medical Practitioners and Dentist Board;
5. Valid practicing license from Medical Practitioners and Dentist Board;
6. Certificate in Strategic Leadership and Development Programme lasting not less than six (6) weeks from a recognized institution;
7. Certificate in computer application skills from a recognized institution;



2. SENIOR ASSISTANT DIRECTOR OF PHARMACEUTICAL SERVICES/PHARMACEUTICAL SPECIALIST I, JOB GROUP 'Q' (2 POSTS)

S/No	Speciality/Specialist name	Number
1	Clinical Pharmacy - Oncology	2
	TOTAL	2

Duties and Responsibilities

1. Coordinating Pharmaceutical Services in a health facility;
2. Coordinating Medicine and Therapeutics Committee activities in a health facility;
3. Developing and reviewing Standard Operating Procedures (SOPS) for all pharmaceutical services in the facility;
4. Conducting research on medicine utilization;
5. Providing continuous professional development education to pharmacists;
6. Evaluating appropriateness of donated medical supplies;
7. Maintaining pharmaceutical inventories;
8. Participating in facility management committees;
9. Providing medicinal information in preparation of patient drug management therapies;
10. Coordinating preparation of annual work plans and ensuring they are adhered to; and
11. Coordinating capacity building and deployment of Pharmacy personnel

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

1. Bachelor of Pharmacy (B Pharm) degree from an institution recognized by the Pharmacy and poisons Board;
2. Masters degree in any of the following: Pharmaceutical Policy Analysis and Formulation, Pharmacognosy and Complementary Medicine, Toxicology, Clinical Pharmacy, Pharmacovigilance and Pharmaco-epidemiology, Medicines Supplies Management, Medicines Regulation, Narcotic and Psychotropic substances control, Pharmaceutics, Pharmacology and Therapeutics, Pharmaceutical Analysis, Tropical and Infectious Diseases, Medicinal and Pharmaceutical Chemistry, Industrial Pharmacy, Health Systems Management, Pharmaceutical Care, Health Informatics, Health Economics, Epidemiology, Biostatistics, Medical statistics, Drug Design and Development, Clinical Trials, Quality assurance, Radio Pharmacy, Public Health, Microbiology, or Molecular Pharmacology from an institution recognized by the Pharmacy and Poisons Board
3. At least twelve (12) years' experience, three (3) of which must have been at a management level in public or private sector;
4. Certificate of registration by a Pharmacist by the Pharmacy and Poisons Board
5. Valid Practicing License from the Pharmacy and Poisons Board;



6. Certificate in Strategic Leadership and Development Programme lasting not less than six (6) weeks from a recognized institution;
7. Certificate in computer application skills from recognized institution;

HOW TO APPLY

Written applications enclosing current Curriculum Vitae, copies of academic and professional certificates, birth certificate and ID card clearly indicating the position applied for on the **ENVELOPE** should be submitted in a sealed envelope and addressed to:



Makueni County Public Service Board
P.O. Box 49 - 90300
MAKUENI

Or delivered by hand at the reception desk at Makueni County Public Service Board Offices located past Makueni Girls, Opposite Wote Technical Training Institute to be received on or before **Thursday, 16th May, 2023**.

NOTE:

- (i) The Job Application Form (revised 2022) can be downloaded from the County Public Service Board website; www.makuenipsb.go.ke
- (ii) Only shortlisted candidates will be contacted. If you do not hear from us, please consider your application unsuccessful;
- (iii) Shortlisted candidates will be required to produce originals of their National Identity card, birth certificate, academic and professional certificates, transcripts and testimonials at the interview;
- (iv) Academic Qualifications of external origin **MUST** be accompanied with a recognition and equation certificate from the relevant body in Kenya;
- (v) Canvassing for appointment to any of the position will lead to automatic disqualification.
- (vi) Please note that it is a criminal offence to present fake certificates;
- (vii) The Makueni County Government is an equal opportunity employer; **Youth, Women, Persons with Disabilities and other disadvantaged persons** are encouraged to apply.
- (viii) Affirmative action as stipulated in the constitution shall be applied;
- (ix) The successful candidates will be required to present the relevant documents in compliance with Chapter 6 of the Constitution of Kenya;
- (x) **The Board does not charge a fee at any stage of the recruitment process. Payment of any form of fee will lead to automatic disqualification.**

Secretary/CEO
MAKUENI COUNTY PUBLIC SERVICE BOARD