



**THE COUNTY GOVERNMENT  
OF ELGEYO MARAKWET  
COUNTY PUBLIC SERVICE BOARD**



Our Vision: 'A Champion of Excellence in Public Service'

Our Mission: 'To source, develop and align the County Human Capital for quality service delivery'

## **EXTERNAL ADVERTISEMENT**

**DATE: 13<sup>th</sup> November, 2024**

### **RECRUITMENT OF INTERNS FOR THE DEPARTMENT OF HEALTH SERVICES: - ITEN COUNTY REFERRAL HOSPITAL (ICRH)**

Elgeyo Marakwet County Public Service Internship Programme is a government youth empowerment programme whose objective is to offer graduates the opportunity to gain hands-on experience and build skills in order to enhance chances for employment, networking and entrepreneurship.

Pursuant to the provision of the County Government Act, No. 17 of 2012 section 59 (1) (b), the Elgeyo Marakwet County Public Service Board is pleased to invite applications from highly qualified results-oriented and self-motivated Kenyan citizens for appointments to the following Internship Positions:-

#### **VACANCY NO: 1/HS/2024: ENROLLED NURSE III: EIGHT (8) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. Certificate in any of the following disciplines; Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse, Kenya Enrolled Midwife, Kenya Enrolled Psychiatric Nurse or Enrolled Nurse/midwife from a recognized training institution;
- ii. Registered with the Nursing Council of Kenya;
- iii. Valid practicing license from Nursing council of Kenya; and
- iv. Certificate in Computer Applications from a recognized institution.



## **DUTIES AND RESPONSIBILITIES: -**

Assisting patients and clients and establishing health care needs; planning and implementing nursing appropriate health care interventions based on patients'/clients' health needs; providing appropriate health care service, including immunization, ante-natal care, delivery, referring patients and clients appropriately; evaluating healthcare outcomes on patients/clients preparing individualized reports; marking appropriate discharge plan for patients; conducting assessment of school health needs; Planning, implementing interventions and preparing periodic reports; maintaining records on patients/clients personal and health conditions/care; ensuring a tidy and safe clinical

environment; ensuring safe custody for in-patients belongings; Conducting home visits, following up discharged patients/clients and providing continuity of care and Treating minor ailments.

## **VACANCY NO: 2/HS/2024: REGISTERED NURSE III: THIRTY ONE (31) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. 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;
- ii. Registered with the Nursing Council of Kenya;
- iii. Valid practicing license from Nursing council of Kenya; and
- iv. Certificate in Computer Applications from a recognized institution.

## **DUTIES AND RESPONSIBILITIES: -**

Assisting patients and clients and establishing health care needs; Planning and implementing nursing appropriate health care interventions based on patients'/clients' health needs; Providing appropriate health care service, including immunization, ante-natal care, delivery, referring patients and clients appropriately; Evaluating healthcare outcomes on patients/clients preparing individualized reports; Marking appropriate discharge plan for patients; Conducting assessment of school health needs; Planning, implementing interventions and preparing periodic reports; Maintaining records on patients/clients personal and health conditions/care; Ensuring a tidy and safe clinical environment; Ensuring safe custody for in-patients belongings; Conducting home visits, following up discharged patients/clients and providing continuity of care and Treating minor ailments.



**VACANCY NO: 3/HS/2024: ASSISTANT HEALTH RECORDS AND INFORMATION MANAGEMENT OFFICER: THREE (3) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in Health Records and Information Management from a recognized institution;
- ii. Certificate of registration/Practicing license by the Association of Medical Records Officers (Kenya) (AMRO)
- iii. Certificate in Computer Applications from a recognized institution.

**DUTIES AND RESPONSIBILITIES: -**

Providing advice on disclosure, confidentiality, security and exchange of health records and information; analyzing health records data, carrying out health records and information statement review designing health records monitoring and evaluation tools; disseminating health information; preparing medical records and reports; Maintaining patients master index; coding diseases and surgical procedures according to the international classification of diseases and procedures in medicine and indexing diseases and surgical procedures and any other duties as assigned by supervisor.

**VACANCY NO: 4/HS/2024: RADIOGRAPHER III: ONE (1) POST**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in any of the following: Diagnostic Radiography/Medical Imaging Sciences, Ultrasound, Computerized Tomography, Magnetic Resonance Imaging, Mammography, Nuclear Medicine, Radiation Therapy and Digital Medical imaging equipment or its equivalent from a recognized Institution;
- ii. Kenya Certificate of Secondary Education (KCSE) mean grade C (plain) with grade C (plain) in English /Kiswahili, Biology/Biological Sciences or Physics/Physical Sciences and C- in Mathematics.
- iii. Certificate of registration/Practicing license from Kenya Nuclear Regulatory Authority (KENRA).

**DUTIES AND RESPONSIBILITIES: -**

Providing radiographic services to the patients; processing, verifying and maintain information relating to patients and ordering and maintaining records of radiographic and photographic supplies.

**VACANCY NO: 5/HS/2024: MEDICAL LABORATORY TECHNOLOGIST III: FOUR (4) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in Medical Laboratory Sciences or any other equivalent qualification from an institution recognized by the Kenya Medical Laboratory Technicians and Technologists Board;



- ii. Registration Certificate issued by the Kenya Medical Laboratory Technician and Technologists Board (KMLTTB);
- iii. Valid practicing license from Kenya Medical Laboratory Technicians and Technologists Board; and
- iv. Certificate in computer application skills from a recognized institution

**DUTIES AND RESPONSIBILITIES: -**

Decontaminating working benches; receiving and scrutinizing laboratory requisition forms and specimens; preparing clients for collection of specimens; receiving, collecting, labelling and registering of specimens; preparing clients for collection of specimens; disaggregating specimens processing and analyses; preparing reagents; examining specimens; writing and recording of results; dispatching the results for use in clinical management; preparing stains; performing blood grouping; issuing blood and blood products to peripheral health facilities; and storing blood products according to their requirements.

**VACANCY NO: 6/HS/2024: PHARMACEUTICAL TECHNOLOGIST III: TWO (2) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in either Pharmacy or Pharmaceutical Technology or equivalent qualification approved by the Pharmacy and Poisons Board from recognized Institution;
- ii. Certificate of enrolment as a Pharmaceutical Technologist awarded by the Pharmacy and Poisons Board (PPB);
- iii. Valid Practicing License; and
- iv. Certificate in computer application skills from a recognized institution.

**DUTIES AND RESPONSIBILITIES: -**

Providing pharmaceutical services in the hospital; receiving, interpreting and processing prescriptions; recording prescriptions in a pharmacy unit; pre-packaging, repacking and writing instructions on labels; counseling patients on the usage of drugs in a pharmacy unit; and maintaining drug registers/books and stock –taking and medicinal devices on monthly basis.

**VACANCY NO: 7/HS/2024: ASSISTANT PHYSIOTHERAPIST III: ONE (1) POST**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in Physiotherapy from a recognized institution;
- ii. Certificate of Registration from the Physiotherapy Council of Kenya (PCK);
- iii. Current Certificate of Practice from Physiotherapy Council of Kenya (PCK);
- iv. Certificate in any computer application.



## **DUTIES AND RESPONSIBILITIES: -**

Establish procedures and carry out client examination/assessment and evaluation to establish a diagnosis and prognosis prior to initiating intervention/treatment; providing Physiotherapist services to inpatients and outpatients at an outpatient unit/ward/health institution; assessing patient needs including rehabilitation; verifying and maintaining information and records relating to patients; screening, assessing and providing therapeutic exercises, manual therapy, electrotherapy and hydrotherapy as per the patients/clients formulated treatment plan; collecting data for operational research; sensitizing the community on Physiotherapy issues; and preparing periodic reports; provide guidance and establish a plan of care/interventions/treatments; Manage the condition of the patient based on the examination, evaluation, diagnosis, prognosis, goals, and outcomes of the planned interventions treatments for identified disabilities (impairments, activity limitations and participation restrictions) and/or for prevention, health promotion, fitness, and wellness; Provide guidance and educate client, families and (other professionals involved) in handling techniques and exercises in the care of patients; provide guidance in the use of exercises, stretching maneuvers, hands-on therapy and equipment to ease clients' pain and to help them increase their ability to function and any other duty as may be assigned by the supervisor.

## **VACANCY NO: 8/HS/2024: REGISTERED CLINICAL OFFICER III: FOUR (4) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community health from a recognized institution;
- ii. Certificate of registration from the Clinical Officers Council;
- iii. Valid Practicing License from the Clinical Officers Council;
- iv. Computer application skills from a recognized institution.

## **DUTIES AND RESPONSIBILITIES: -**

Provide clinical care and procedures for treating and preventing diseases, injuries, and other physical or mental impairments; History taking, physical examination, investigation, diagnosis and treating patients common ailments at outpatient or inpatient facility; implementing community health care activities in liaison with other health workers; guiding and counseling patients, clients and staff on health issues; Sensitizing patients and clients on preventive and promotive health; caring out minor surgical procedures as per training skill; collecting and compiling clinical data; referring patients and clients appropriately health facilities and any other duty as assigned by the supervisor.



**VACANCY NO: 9/HS/2024: MEDICAL ENGINEERING TECHNOLOGIST III: ONE (1) POST**

For recruitment to this post, an applicant **MUST** have: -

- i. Diploma in Medical Engineering or any other equivalent qualification from a recognized institution;
- ii. Registration License /Valid practicing certificates from the recognized Board;
- iii. Certificate in computer application skills from a recognized institution,

**DUTIES AND RESPONSIBILITIES: -**

Undertaking preventive maintenance and repairs of medical/hospital equipment, plants, furniture and instruments; carrying out minor repairs of health facilities and utilities; ordering for spare parts and consumables; taking/maintaining inventory of medical/hospital equipment, furniture and plants; collating and compiling information for research; collating and compiling information on medical engineering services for input into the Health information management system; and implementing medical engineering programmes and projects .

**VACANCY NO: 10/HS/2024: MEDICAL OFFICER: THREE (3) POSTS.  
REQUIREMENTS FOR RECRUITMENT: -**

For recruitment to this post, an applicant **MUST** have: -

- i. Bachelor of Medicine and Bachelor of Surgery (M.B; Ch.B.) degree from a recognized institution by Medical Practitioners and Dentists Board;
- ii. Registration Certificate and valid practicing license;
- iii. Certificate in Computer application skills from a recognized institution.

**DUTIES AND RESPONSIBILITIES: -**

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

**VACANCY NO: 11/HS/2024: MORTICIAN: TWO (2) POSTS**

For recruitment to this post, an applicant **MUST** have: -

- i. Certificate in Mortician Course lasting not less than six (6) months from a recognized institution;
- ii. Kenya Certificate of Secondary Education Mean Grade D (plain) or any other equivalent qualification from a recognized institution;



- iii. Certificate in computer application skills.

**DUTIES AND RESPONSIBILITIES: -**

Picking bodies from wards, admission of bodies to mortuary; documentation of data and recording; identification of medico-legal cases; preparation of bodies for burial including embalming; reconstruction of bodies; body cleaning and dressing; beautification-shaving, cosmetic/make-ups and plaiting; assisting pathologist in autopsy/postmortems; cleaning of mortuary and equipment and instruments used in the mortuary; guidance of students on attachments/visits; harvesting of body organs, fingerprints, fluids and specimens for forensic study; remove foreign implants in the body; and help relatives in the identification of unknown bodies.

**VACANCY NO: 12/HS/2024: COUNSELLING OFFICER: ONE (1) POST.**

For recruitment to this post, an applicant **MUST** have: -

- i. Bachelor's Degree in Counselling or a Bachelor's Degree in any of the Social Sciences with a Post-Graduate Diploma in counselling or related field from a recognized institution;
- ii. Registered with the Kenya Counselling Association (KCA)
- iii. Certificate in computer applications skills.

**DUTIES AND RESPONSIBILITIES: -**

Conducting client intake and individual counselling sessions; and keeping appropriate records.

**VACANCY NO: 13/HS/2024: NURSING OFFICER: TWO (2) POSTS.**

**REQUIREMENTS FOR RECRUITMENT: -**

For recruitment to this post, an applicant **MUST** have: -

- i. Bachelor's Degree in either Nursing or Midwifery from a recognized institution;
- ii. Registration Certificate issued by the Nursing Council of Kenya;
- iii. Valid practicing license from Nursing Council of Kenya;
- iv. Certificate in Computer application skills from a recognized institution.

**DUTIES AND RESPONSIBILITIES: -**

Providing holistic care by carrying out risk identification and assessment of an individual throughout the lifespan; performing a comprehensive physical examination within various settings; assessing, formulating, planning and implementing evidence – based nursing care for client/patient; creating and maintaining a safe nursing care environment for



client/patient; carrying out patient audits to improve client/patient care; collaborating and maintaining effective working relationships among interdisciplinary teams to support client/patient and their families; carrying out therapeutic communication with the patient/client; conducting community health risk assessment and providing outcome based intervention; documenting intervention and nursing outcomes; participating in quality improvement and quality assurance procedures; and diagnosing common health conditions and recommending necessary interventions.

**VACANCY NO: 14/HS/2024: CLINICAL OFFICER: TWO (2) POSTS.**  
**REQUIREMENTS FOR RECRUITMENT: -**

For recruitment to this post, an applicant **MUST** have: -

- i. Bachelor's degree in clinical medicine from a recognized institution;
- ii. Certificate of registrations and valid practicing license from the Clinical Officers' Council;
- iii. Certificate in computer application skills from a recognized institution

**DUTIES AND RESPONSIBILITIES: -**

Taking history, examining diagnosis and treating patients common ailments at an outpatient or in patient health facility; guiding and counselling patients, clients and staff on health issues; referring patients and clients to appropriate health facility; Assessing preparing and presenting medico-legal reports; coaching and mentoring students on attachment; carrying out surgical procedures as per training and skill ;organizing health management teams and convening health management committee meetings ;and collecting and compiling data for research on clinical services issues.

**For appointment to this internship position, a candidate MUST have:**

Graduated within the last three (3) years

**Duration for the internship**

Twelve (12) Months Non-renewable

**Stipend**

A stipend will be paid at a rate determined by the Government.

**Certificate**

Upon successful completion of the internship programme, a certificate will be awarded



Details of the internship description, requirements, roles and application procedure can be obtained by logging onto [www.elgeyomarakwet.go.ke](http://www.elgeyomarakwet.go.ke) click on <online recruitments>

All communications will be made from the official email: [Secretarycpsb@elgeyomarakwet.go.ke](mailto:Secretarycpsb@elgeyomarakwet.go.ke) or official telephone number 0790570990

### IMPORTANT INFORMATION FOR APPLICANTS/CANDIDATES

- i. All applications should be submitted online on or before **Tuesday 3<sup>rd</sup> December, 2024** through the above link;
- ii. Only online applications will be accepted;
- iii. Only complete applications will be considered;
- iv. Only shortlisted candidates will be contacted;
- v. Note that it is a criminal offence to submit fake/forged papers;
- vi. The County does **NOT** guarantee employment after completion of internship program;
- vii. Successful candidates will be required to meet the requirements of Chapter Six (6) of the Constitution.

**THE SECRETARY/CEO,  
ELGEYO MARAKWET COUNTY  
PUBLIC SERVICE BOARD,  
PO BOX 665 - 30700,  
ITEN.**

*Elgeyo Marakwet County is an Equal Opportunity Employer.  
Qualified Women, Persons with Disabilities and persons from marginalized communities are encouraged to apply*

