



**NAROK COUNTY GOVERNMENT
PUBLIC SERVICE BOARD
VACANCIES**

Pursuant to the Constitution of Kenya 2010 (Article 185(2), 186(1) and 187(2) on distribution of functions between the National Government and County Government and the County Government Act No. 17 of 2012. The Narok County Public Service Board invites applications from suitably qualified candidates to fill the following positions in the Narok County Government.

DEPARTMENT OF MEDICAL SERVICES

1. MEDICAL OFFICERS JOB GROUP “M” - TWO (2) POSTS - V/NO.01/2020

Terms of Service: Permanent & Pensionable

Duties and Responsibilities

- a) Diagnosing, caring and treatment of diseases;
- b) Performing medical and surgical procedures;
- c) Preparing and responding to emergencies and disasters;
- d) Participation in management of medicines, medical instruments and equipment;
- e) Providing Health education;
- f) Maintaining medical records, health information and data;
- g) Organising discharge summaries and follow-up of patients
- h) Counselling patient's ad their relatives on diagnoses and bereavement;
- i) Teaching and coaching medical students, nursing students and clinical officer interns; and preparing requisite documents for registration.

Requirements for appointments

- i. Bachelor of Medicine and Bachelor of Surgery (M.B; CH. B) degree from an institution recognized by the Medical Practitioners and Dentists Board;
- ii. Successfully completed at least (1) one-year internship in a recognized institution;
- iii. Registration license from the Medical Practitioners and Dentists Board; and
- iv. Certificate in computer application skills from a recognized institution.

Interested and qualified persons are requested to make their applications in written by completing one (1) application for employment form serial number **NRK-CPSB (1)2016 (REV. 2019)**. The form can be downloaded from the Narok County Government website **<http://www.narok.go.ke>** and **www.psckjobs.go.ke** respectively.

Please note,

- Candidates should not attach any documents to the application form; ALL the details requested in the advertisement should be filled on the form.
- Only shortlisted and successful candidates will be contacted.
- Canvassing in any form will lead to automatic disqualification.

- The Narok CPSB is committed to availing equal employment opportunities to all Kenyans. People with disabilities, the marginalized and the minorities are encouraged to apply.

Shortlisted candidates shall be required to produce **original and copies** of their;

National Identity Card,

Academic and Professional Certificates and Transcripts,

Tax compliance Certificate from Kenya Revenue Authority (KRA),

Clearance from Higher Education Loans Board (HELB),

Clearance from Ethics & Anti-Corruption Commission (EACC)

CRB clearances and

Certificate of Good Conduct from the Directorate of Criminal Investigation,

Serving officers shall be required to produce the original letter of appointment to their current substantive post during the interview.

All applications should be sent or hand delivered in a sealed envelope on or before **25th August, 2020** addressed to:

**The Secretary/CEO
Narok County Public Service Board
P.O Box 545-20500
Narok**