



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NAKURU
NAKURU COUNTY PUBLIC SERVICE BOARD
P.O Box 2870-20100



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The Nakuru County Public Service Board invites applications from competent and qualified persons to fill various positions in the County Government of Nakuru Public service, as per Article 235 of the Constitution of Kenya 2010 and Section 59 of the County Governments Act, 2012.

**1. VACANT POSITIONS IN THE DEPARTMENT OF HEALTH SERVICES -
[VACANCY NO. 01/2022]**

**MEDICAL SPECIALIST I- (RADIATION ONCOLOGIST) - ONE (1) POSITION
VACANCY NO. 01/2022/01**

Basic Salary Scale: **Ksh. 99,900 -133,870** p.m. **(Job Group 'Q')**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan citizen;
- ii. Be in possession of a Bachelors of Medicine and Bachelors of Surgery (M.B.Ch.B.) degree from a recognized institution by Medical Practitioners and Dentist Council;
- iii. Have a Masters of Medicine degree in Radiation Oncology from a recognized institution by Medical Practitioners and Dentist Council;

- iv. Have a certificate of registration by the Medical Practitioners and Dentist Council;
- v. Have a valid practicing license from the Kenya Medical Practitioners and Dentist council;
- vi. Have a valid specialist recognition certificate;
- vii. Have prior experience treating and diagnosing cancer patients;
- viii. Have extensive knowledge of radiation therapy procedures and techniques;
- ix. Have effective verbal and written communication abilities; and
- x. Be proficient in computer applications.

Duties and Responsibilities

- i. Plan for all radiation oncology services and resources required in the oncology unit and participate in the overall strategic planning of the hospital;
- ii. Coordinate and provide radiation oncology services including undertaking general diagnosis, care and treatment and rehabilitation of patients ensuring compliance to expected standards;
- iii. Support the recovery process through consistent monitoring and providing recommendations to cancer patients;
- iv. Coordinating radiation oncology referrals within the facility, to and from other health facilities;
- v. Monitoring provision of radiation oncology treatment care and carrying out specialized clinical care;
- vi. Providing psycho- social interventions;
- vii. Training, consulting and supervision of radiation oncology staff in the unit to ensure provision of high-quality services;
- viii. Collaborate with partner hospitals and institutions, health projects and programs aimed at strengthening radiation oncology services;
- ix. Work with other medical specialties and departments in the multidisciplinary committees as need be;

- x. Maintaining up to date health information systems;
- xi. Undertaking health research; and
- xii. Analyzing and preparing periodic medical reports.

ASSISTANT DIRECTOR RADIOGRAPHY SERVICES (THERAPY RADIOGRAPHY) – ONE (1) POSITION – VACANCY NO. 01/2022/02

Basic Salary Scale: **Ksh. 87,360 – Ksh. 121,430** p.m. **(Job Group ‘P’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan citizen;
- ii. Be a holder of Bachelor of Science degree in any of the following fields - Therapy Radiography, Radiography Technology or any other equivalent qualification from a recognized institution;
- iii. Have a Master’s Degree in Therapy Radiography, Radiation Therapy, Radio Therapy treatment planning (Clinical Dosimetry), Medical Dosimetry, Radiotherapy Planning, Radio Therapy Mould Room Technology, Brachytherapy, Medical Physics or its equivalent from a recognized institution; and
- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work with Radiation Oncologist specialist.

Duties and responsibilities will entail;

- i. Provision of Radiographic services to Hospitals;

- ii. Co-ordinating and supervising implementation of policies, guidelines and regulations on Medical Imaging/ Radiotherapy Services;
- iii. Assisting in deploying and supervising Medical Imaging/ Radiotherapy Personnel;
- iv. Monitoring and Evaluating Quality Control/Quality Assurance Programs;
- v. Maintaining radiation safety standards; and
- vi. Ensuring safe storage of X-ray supplies depots in the County.

**SENIOR MEDICAL PHYSICIST/ RADIATION PHYSICISTS - ONE (1)
POSITION –VACANCY NO.1/2022/03**

Basic Salary Scale: **Ksh. 56,370 – Ksh. 87,360** p.m. **(Job Group ‘N’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Be in possession of a Bachelor of Science degree in Medical Physics from a recognized institution;
- iii. Have worked in a busy radiation oncology centre for at least six months;
- iv. A Master’s degree in Medical Physics will be an added advantage; and
- v. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work with Radiation Oncologist specialist. Duties and responsibilities will be to:

- i. Ensure that radiation machines deliver the correct amount of radiation during a patient's treatment;
- ii. Work with radiation oncologists to design a treatment schedule;
- iii. Supervise both diagnostic and therapy radiographers in treatment of cancer patients; and
- iv. Administer radioactive drugs to the patients for diagnostic or therapy on radiotherapist, radiologists, nuclear medicine specialist's prescription.

**RADIOGRAPHER I (THERAPY RADIOGRAPHER) - ONE (1) POSITION –
VACANCY NO.01/2022/04**

Basic Salary Scale: **Ksh. 38,270 – Ksh. 51,170** p.m. **(Job Group `K')**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Be in possession of a Bachelor of Science degree in Radiography with Therapy Pathways or its equivalent qualification from a recognized institution; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

Duties and responsibilities at this level will entail:

- i. Working with Radiation Oncologist specialist;
- ii. Provision of radiation oncology services by participation in receiving and identifying patients for diagnostic and therapeutic procedure;
- iii. Co-ordinating and supervising implementation of policies, guidelines and regulations on radiotherapy / radiation oncology services and maintaining radiation safety standards;

- iv. Coordinating and supervising clinical training, students and staff in the unit;
- v. Assisting the Radiation Oncologist in supervising radiotherapy personnel;
- vi. Monitoring and evaluating quality control/quality assurance programs;
- vii. Maintaining records and appointment schedules and processing, verifying and maintaining information related to patients;
- viii. Providing care, counselling and psycho social support to patients and their relatives before, during and after therapy;
- ix. Coordinating procurement and ensuring safe custody of radiographic and photographic supplies in the department; and
- x. Preparing reports on radiographic activities.

**REGISTERED ONCOLOGY NURSE - TWO (2) POSITIONS - VACANCY
NO.01/2022/05**

Basic Salary Scale: **Kshs. 38,270 – Ksh.51,170** p.m. **(Job Group ‘K’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in Kenya Registered Community Nursing or Kenya Registered Nursing;
- iii. Have a Higher Diploma in Oncology Nursing;
- iv. Have a Registration Certificate from the Nursing Council of Kenya;
- v. Have a Valid Practicing License from the Nursing Council of Kenya;
- vi. Be proficient in computer applications.

Duties and Responsibilities

Duties and responsibilities at this level will entail:

- i. Working with the Radiation Oncologist specialist.
- ii. Assisting the Oncologist in provision of health services and be the link between the patients and the Oncologists;
- iii. Ensuring that the oncology department is cleaned and prepared to handle oncology patients;
- iv. Keeping inventory of all medical equipment and supplies in the oncology unit;
- v. Assessing, planning, implementing oncology nursing interventions and evaluating patient's outcomes;
- vi. Scheduling appointments for oncology patients for care, referring patients and clients appropriately;
- vii. Facilitating patients' admission and initiating discharge plans;
- viii. Maintaining records on patients'/client's health condition and care; ensuring a tidy and safe clinical environment; and collecting and compiling data; and
- ix. Any other duties allocated by the unit in charge.

**REGISTERED CLINICAL OFFICER I - ANAESTHETISTS- THREE (3)
POSITIONS VACANCY NO. 01/2022/06**

Basic Salary Scale: **Kshs. 38,270 – Ksh. 51,170** p.m. **(Job Group 'K')**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Have a Higher Diploma in Clinical Medicine and Surgery-Anaesthesia from a recognized institution;
- iii. Have a valid certificate of registration from the Clinical Officers Council;
- iv. Have a valid practising license from the Clinical Officers Council;

- v. Have a minimum experience of 2 years;
- vi. Be proficient in computer applications; and
- vii. A certificate in BLS/ACLS will be an added advantage.

Duties and Responsibilities

An officer at this level will work under the guidance of a senior officer. Duties and responsibilities at this level will entail:

- i. Pre-operative preparations of patients for surgery;
- ii. Intra operative management of patients during surgery;
- iii. Post-operative management after surgery for all patients;
- iv. Review patients requiring ICU admission;
- v. Participate in management of all patients in ICU;
- vi. Mentor and train students and other staff in the hospital; and
- vii. Conduct CMEs and staff training in the hospital.

RECEPTION ASSISTANT III (SIGN LANGUAGE INTERPRETERS) -TWO (2) POSITIONS – VACANCY NO.1/2022/07

Basic Salary Scale: **Ksh. 15,670 – Ksh. 17,570** p.m. **(Job Group ‘E’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Be in possession of the Kenya Certificate of Secondary Education or its equivalent;
- iii. Have a Certificate in Kenya Sign Language (KSL) from an institution recognized by the National Council for Persons Living with Disabilities (NCPWD);

- iv. Be registered with the National Council for Persons Living with Disabilities (NCPWD);
- v. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under a more senior reception assistant. Duties and responsibilities at this level will entail;

- i. Guiding and interpreting into Kenya Sign Language for deaf patients who are seeking medical care within medical facilities;
- ii. Direct, guide and interpret for deaf patients and visitors Kenya Sign language; and
- iii. Maintain good public relations in government premises.

MEDICAL OFFICER –TWO (2) POSITIONS – VACANCY NO. 01/2022/08

Basic Salary Scale: **Ksh. 49,900- Ksh. 65,120** p.m. **(Job Group ‘M’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Three (3) Years renewable contract subject to satisfactory performance.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have Bachelors of Medicine and Bachelor of Surgery degree (M.B.Ch.B) from a recognized institution by Medical Practitioners and Dentist Council;
- iii. Have successfully completed one (1) year internship from a recognized institution;
- iv. Have registration license from the Medical Practitioners and Dentist Council;
- v. Have a valid practicing license from the Medical Practitioners and Dentist Council; and

- vi. Be proficient in Computer Applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a Senior Medical Officer.

Duties and responsibilities will entail;

- i. Diagnosing, caring and treating diseases;
- ii. Performing medical and surgical procedures;
- iii. Preparing and responding to emergencies and disasters;
- iv. Participating in management of medicines, medical instruments and equipment;
- v. Providing health education;
- vi. Maintaining health records, health information and data;
- vii. Counselling patients and their relatives on diagnosis and bereavement;
- viii. Teaching and coaching medical students, nursing students and clinical officer interns; and
- ix. Preparing requisite documents for registration.

REGISTERED CLINICAL OFFICER III – SEVEN (7) POSITIONS - VACANCY NO. 01/2022/09

Salary: **Ksh. 50,000** p.m.

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community Health from a recognized institution;
- iii. Have a Certificate of registration from the Clinical Officers Council;
- iv. Have a valid practicing license from Clinical Officers Council; and

- v. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a Senior Officer.

Duties and responsibilities at this level will entail:

- i. Taking history, examining, diagnosing and treating patients' common ailments at an outpatient or inpatient health facility;
- ii. Implementing community health care activities in liaison with other health workers;
- iii. Guiding and counselling patients, clients and staff on health issues;
- iv. Sensitizing patients and clients on preventive and promotive health;
- v. Carrying out minor surgical procedures as per training and skill;
- vi. Collecting and compiling clinical data; and
- vii. Referring patients and clients to appropriate health facilities.

REGISTERED NURSE III – FIFTY FIVE (55) POSITIONS - VACANCY NO. 01/2022/10

Salary: **Ksh.50,000** p.m

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

For appointment to this position a candidate must;

- i. Be Kenyan Citizen;
- ii. Have a Diploma in Kenya Registered Community Health Nursing from a recognized institution;
- iii. Have a Registration Certificate from the Nursing Council of Kenya;
- iv. Have a valid practicing license from Nursing Council of Kenya; and
- v. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a Senior Officer.

Duties and responsibilities at this level will entail:

- i. Assessing, planning, implementing nursing interventions and evaluating patient's outcomes;
- ii. Providing appropriate healthcare service including Integrated Management of Childhood Illnesses (IMCI), immunization, PMTCT, antenatal care and delivery, providing health education and counselling to patients/clients and community on identified health needs; Referring patients and clients appropriately;
- iii. Facilitating patients' admission and initiating discharge plans;
- iv. Maintaining records on patients/client's health condition and care;
- v. Ensuring a tidy and safe clinical environment; and
- vi. Collecting and compiling data.

ASSISTANT PUBLIC HEALTH OFFICER III – TWO (2) POSITIONS - VACANCY NO. 01/2022/11

Salary: **Ksh. 50,000** p.m

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in Environmental Health Science from a recognized institution;
- iii. Have a valid registration certificate from a Public Health Officer and Technician Council (PHOTC); and
- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will provide Environmental Health Extension services in the area of deployment, where specific duties and responsibilities will include:

- i. Mobilizing, sensitizing and advising communities on matters related to environmental health; referring health cases to relevant health facilities;
- ii. Carrying out immunization;
- iii. Identifying environmental health issues at community level;
- iv. Organizing community health days to advise communities on common public health issues;
- v. Collecting and maintaining up to date records of services rendered
- vi. Assessing health needs of the community;
- vii. Implementing vector, vermin and rodent control measures; and
- viii. Implementing integrated mosquito control strategies.

PHYSIOTHERAPIST III – TWO (2) POSITIONS - VACANCY NO. 01/2022/12

Salary: **Ksh. 50,000** p.m

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in Physiotherapy from a recognized training institution;
- iii. Have a Certificate of registration from the Physiotherapy Council of Kenya (PCK);
- iv. Have a Current Certificate of Practice from Physiotherapy Council of Kenya; and
- v. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a senior officer.

- i. Providing physiotherapy services to inpatients and outpatients at an outpatient unit/ward/health institution;
- ii. Assessing patient needs including rehabilitation;
- iii. 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;
- iv. Collecting data for operational research;
- v. Sensitizing the community on physiotherapy issues; and
- vi. Preparing periodic reports.

OCCUPATIONAL THERAPIST III -TWO (2) POSITIONS – VACANCY NO.01/2022/13

Salary: **Ksh. 50,000** p.m.

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

For appointment to this position a candidate must

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in Occupational Therapy from recognized institution;
- iii. Have a Certificate of registration from Kenya Occupational Therapy Association (KOTA); and
- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a Senior Officer. Specific duties and responsibilities will involve;

- i. Assessing, formulating and implementing patients' treatment plan;
- ii. Maintaining records and data relating to patients.
- iii. Collecting data for operational research;
- iv. Sensitizing the community on occupational therapy issues; and
- v. Preparing periodic reports.

**ASSISTANT HEALTH RECORDS AND INFORMATION MANAGEMENT
OFFICER III - ONE (1) POSITION VACANCY NO. 01/2022/14**

Salary: **Ksh.50,000** p.m

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

For appointment to this position a candidate must;

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in Health Records and Information Management from a recognized institution;
- iii. Have a Registration Certificate from the Association of Medical Records of Kenya (AMRO-K); and
- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a Senior Officer.

Duties and responsibilities at this level will entail;

- i. Receiving and documenting patients at hospital reception;
- ii. Registering and booking appointment for patients to clinics and consultants;
- iii. Storing and retrieving medical records documents and preparing clinics;
- iv. Updating bed bureau;
- v. Editing of patient case records;

- vi. Gathering data from different sources;
- vii. Capturing data from service points;
- viii. Maintaining record safety and confidentiality;
- ix. Storing and retrieving medical records;
- x. Balancing daily bed returns;
- xi. Creating and maintaining master index;
- xii. Updating patient master index;
- xiii. Directing patients to relevant clinics;
- xiv. Scheduling of patients to the consultants and speciality clinics;
- xv. Assigning codes to diseases and surgical procedures according to the International Classification of Diseases and Procedures in Medicine; and
- xvi. Preparing Health records and reports.

**2. VACANT POSITIONS IN THE DEPARTMENT OF AGRICULTURE,
LIVESTOCK AND FISHERIES - [VACANCY NO. 02/2022]**

**ASSISTANT LEATHER DEVELOPMENT OFFICER III- FOUR (4) POSITIONS –
VACANCY NO. 02/2022/01**

Basic Salary Scale: **Ksh. 24,470 – Ksh. 33,950** p.m. **(Job Group ‘H’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent & Pensionable.

For appointment to this position, a candidate must;

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in any of the following fields: Leather Technology, Footwear Technology, Leather Goods Design and Development from a recognized institution;

OR

- iii. Have a Diploma in Animal Health or Environmental Resource Management/Science, and a two years Certificate in Hides and Skins Improvement or Leather Technology; and
- iv. Be proficient in computer applications.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under guidance of a senior and experienced officer. Duties and responsibilities at this level will entail:

- i. Developing simple tannery layout plans under the guidance of a senior officer;
- ii. Demonstrating to traders the proper methods of washing, fleshing, trimming, lacing, suspending and preservation of hides and skins;
- iii. Advising on the salt type, storage and method of application in curing hides and skins;
- iv. Participating in designing and overseeing the construction of suitable hides and skins premises and stores;
- v. Participating in field days, barazas and workshops to advise livestock farmers on the proper methods of handling domestic animals for production of quality hides and skins; and
- vi. Demonstrating to skins flayers and traders on the appropriate methods of flaying, cleaning, curing and storage of hides and skins.

ASSISTANT ANIMAL HEALTH OFFICER III- EIGHT (8) POSITIONS – VACANCY NO. 02/2022/02

Basic Salary Scale: **Ksh. 25,470 – Ksh. 33,950** p.m. **(Job Group ‘H’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable

For appointment to this position a candidate must:

- i. Have a Diploma in any of the following disciplines; Animal Health, Animal Health and Production, Environmental Health, Clinical Pathology and Laboratory Diagnosis, Poultry Science, Veterinary Public Health and Meat Technology or Animal Husbandry from a recognized institution;
- ii. Be registered by the Kenya Veterinary Board; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a more experienced officer. Duties and responsibilities will entail:

- i. Participating in animal health field demonstrations and agricultural shows;
- ii. Participating in sample collection and dispatch;
- iii. Inspecting livestock routes;
- iv. Collecting data and writing technical reports;
- v. Demonstrating and training on milking techniques and external parasite control techniques such as dipping, spraying and dusting;
- vi. Carrying out vaccination, closed castration, dehorning, ear tagging, branding, deworming, disbudding, docking, debeaking and hoof trimming;
- vii. Carrying out simple treatment of animals;
- viii. Participating in disease search and reporting;
- ix. Keeping records on animal breeding, animal health, milk production, dipping data and maintaining dairy units.

**ASSISTANT AGRICULTURAL OFFICER III- FIFTEEN (15) POSITIONS –
VACANCY NO. 02/2022/03**

Basic Salary Scale: **Ksh. 25,470 – Ksh. 33,950** p.m.

(Job Group ‘H’)

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have a Kenya Certificate of Secondary Education (KCSE) mean grade C- or its equivalent;
- iii. Have a diploma in any of the following fields: Agriculture, Food Technology, Agriculture & Home Economics, Agriculture Education, Horticulture or any other relevant and equivalent qualification from a recognized institution; and
- iv. Be proficient in computer applications.

Duties and responsibilities

An officer at this level will be deployed in a division or Agricultural Training Centre.

Duties and responsibilities will involve:

- i. Training and advising farmers on matters related to crop production, land development, planning and management of demonstration plots.

**ASSISTANT LIVESTOCK PRODUCTION OFFICER III- FIFTEEN (15)
POSITIONS -VACANCY NO. 02/2022/04**

Basic Salary Scale: **Ksh. 25,470 – Ksh. 33,950** p.m. **(Job Group ‘H’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;

- ii. Have a Diploma in any of the following disciplines: Animal Health and Production, Animal Husbandry, Dairy Science and Technology, Agribusiness, Animal Production, Farm Management, Apiculture, Range Management or Natural Resource Management from a recognized institution; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will entail:

- i. Carrying out practical demonstrations relating to livestock production;
- ii. Accompanying extension teams during farm visits and farmer training;
- iii. Participating in field days and agricultural shows to disseminate livestock production technologies and information;
- iv. Collecting and collating livestock data and information for gross margins, market access and planning;
- v. Participating in collaborative research activities;
- vi. Collecting livestock inputs and products samples for analysis; and
- vii. Advising farmers on group formation, construction of farm structures and equipment.

ASSISTANT FISHERIES OFFICER III- FIFTEEN (6) POSITIONS -VACANCY NO. 02/2022/05

Basic Salary Scale: Ksh. 25,470 – Ksh. 33,950 p.m. **(Job Group ‘H’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;

- ii. Have Kenya Certificate of Secondary Education (KCSE) mean grade of C plain or its equivalent;
- iii. Have a Diploma in either Fisheries Management, Natural Resource Management or equivalent and relevant qualification from a recognized institution; and
- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a more experienced officer.

Duties and responsibilities will involve:

- i. Assisting in delivering fisheries extension services including conducting field days and training fishers;
- ii. Collecting and compiling fisheries statistical data; and
- iii. Participating in fish quality assurance activities, marketing and value addition.

ANIMAL HEALTH ASSISTANT II - SIX (6) POSITIONS –VACANCY NO. 02/2022/06

Basic Salary Scale: **Ksh. 22,270 – Ksh. 30,020** p.m. **(Job Group ‘G’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have a Certificate in a course lasting not less than two (2) years in any of the following disciplines; Animal Health, Environmental Health, Animal Health and Production from a recognized institution;
- iii. Be registered by the Kenya Veterinary Board; and

- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a more experienced officer. Duties and responsibilities will entail:

- i. Carrying out simple treatment of animals;
- ii. Participating in disease search and reporting;
- iii. Demonstrating on milking techniques and external parasite control techniques such as dipping, spraying and dusting;
- iv. Carrying out vaccination; and
- v. Undertaking closed castration, dehorning, deworming, disbudding, docking, debeaking and hoof trimming.

AGRICULTURAL ASSISTANT II –FOUR (4) POSITIONS –VACANCY NO. 02/2022/07

Basic Salary Scale: **Ksh. 22,270 – Ksh. 30,020** p.m. **(Job Group ‘G’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i Be a Kenyan Citizen;
- ii Have Kenya Certificate of Secondary Education (KCSE) mean grade D+ or its equivalent;
- iii Have a Certificate in a course lasting not less than two (2) years in any of the following fields: Agriculture, Food Technology, Agriculture & Home Economics or any other relevant and equivalent qualification from a recognized institution; and
- iv Be proficient in computer applications.

Duties and responsibilities

An officer at this level will assist senior officers in the provision of agricultural extension services.

Duties and responsibilities will involve mobilizing, training and advising farmers on matters related to agricultural extension services in a working unit.

LIVESTOCK PRODUCTION ASSISTANT II -THREE (3) POSITIONS - VACANCY NO. 02/2022/08

Basic Salary Scale: **Ksh. 22,270 – Ksh. 30,020** p.m. **(Job Group ‘G’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have a Certificate in a course lasting not less than two (2) years in any of the following disciplines: Animal Health and Production, Dairy Technology, Animal Science, Apiculture or Range Management from a recognized institution; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will entail:

- i. Collecting livestock data and information;
- ii. Accompanying extension teams during farm visits and farmer training;
- iii. Participating in field days and agricultural shows to disseminate livestock production technologies; and
- iv. Carrying out practical demonstrations on livestock production technologies and techniques.

**FISHERIES ASSISTANT II – TWO (2) POSITIONS – VACANCY NO.
02/2022/09**

Basic Salary Scale: **Ksh. 22,270 – Ksh. 30,020** p.m. **(Job Group ‘G’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Permanent and Pensionable

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have a Certificate in a course lasting not less than two (2) years in either Fisheries Management, Natural Resource Management or equivalent and relevant qualification from a recognized institution; and
- iii. Be proficient in computer application skills.

Duties and Responsibilities

An officer at this level will work under the guidance of an experienced officer.

Duties and responsibilities will entail:

- i. Participating in provision of fisheries extension services;
- ii. Collecting fisheries statistical data;
- iii. Maintaining fish farms and hatcheries; and
- iv. Assisting in ensuring hygienic fish landing sites, market and farms.

**3. VACANT POSITIONS IN THE DEPARTMENT OF WATER,
ENVIRONMENT, ENERGY AND NATURAL RESOURCES [VACANCY NO.
03/2022]**

ENGINEER II (WATER) – SIX (6) POSITIONS - VACANCY NO.03/2022/01

Basic Salary Scale: **Kshs. 38,270 – Kshs. 51,170** p.m. **(Job Group ‘K’)**

Allowances as per SRC Circulars attached to the position.

Terms of Employment: Permanent and Pensionable.

For appointments to this grade, a candidate must: -

- i. Be a Kenyan Citizen;
- ii. Be in possession of Bachelor's Degree in Civil Engineering / Bachelor of Engineering (Water) or Equivalent from a recognized institution;
- iii. Be registered by Engineers Registration Board of Kenya as a Graduate Engineer;
- iv. Have at least 1 year experience in related fields;
- v. Have ability to use of survey equipment such as GPS, Theodolite, Total Station/Real time kinematic and training in various engineering design softwares will be an added advantage; and
- vi. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include:

- i. Carrying out feasibility studies;
- ii. Planning and designing water supply and sewerage infrastructures; and
- iii. Carrying out research activities in various aspects of water, sewerage and hydraulic systems.

**ENVIRONMENT OFFICER II – SEVEN (7) POSITIONS - VACANCY NO.
03/2022/02**

Basic Salary Scale: **Kshs. 31,270 - Kshs. 41,260** p.m.

(Job Group 'J')

Allowances as per SRC Circulars attached to the position.

Terms of Employment: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan Citizen;
- ii. Have a Bachelor's Degree in any of the following disciplines: Environmental sciences, Natural Resource Management, Environmental Education, Environmental Health Sciences, Environmental Planning and Management, Environmental Horticulture and Landscaping, Environmental law, Environmental Studies and Community Resource Conservation, Forestry, Bio- Resource Conservation and Management, Botany, Chemistry, Climate Change and Development, Conservation Biology, Disaster Mitigation and Sustainable Development, Earth Science with information Technology, Ecology, Environmental and Bio-system Engineering, Environmental Chemistry, Geography, Geo- information Science, Land Resource Planning and Management of Agro-Ecosystem and Environment, Range Management, Waste Management, Water Resource and Environment, Wildlife Management or Zoology from a recognized institution; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

An Officer at this level will work under the guidance of a senior officer. Duties and responsibilities will entail:

- i. collecting and collating data and information related to environment and natural resource;
- ii. Participating in awareness, creation and advocacy; and
- iii. writing periodic reports.

**INSPECTOR GROUND WATER- ONE (1) POSITION- VACANCY
NO.03/2022/03**

Basic Salary Scale: **Kshs. 25,470 – Ksh. 33,950** p.m. **(Job Group ‘H’)**

Allowances as per SRC Circulars attached to the position.

Terms of Employment: Permanent and Pensionable.

For appointments to this grade a candidate must: -

- i. Be a Kenyan citizen;
- ii. Have a three year certificate in Technical Training from a recognized institution;

OR

- iii. Have a Diploma in either Water Supply Technology or Water Engineering from a recognized institution; and
- iv. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the supervision of a senior officer. Duties and responsibilities will entail:

- i. planning and supervising construction works for water supplies and sewerage schemes;
- ii. compiling operation and maintenance data; and
- iii. supervising water supply operators and artisans.

**LABORATORY TECHNOLOGIST III – ONE (1) POSITION –VACANCY
NO.03/2022/04**

Basic Salary Scale: **Kshs. 25,470 – Ksh. 33,950** p.m. **(Job Group ‘H’)**

Allowances as per SRC Circulars attached to the position.

Terms of Employment: Permanent and Pensionable.

For appointment to this position a candidate must: -

- i. Be a Kenyan Citizen;
- ii. Have a Diploma in any of the following fields: Applied Sciences (Chemistry, Analytical Chemistry, Industrial Chemistry, Biology), Food Science and Technology, Medical Laboratory Technology, Building/Civil Engineering Earth or Sciences Biotechnology from a recognized institution; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

An officer at this level will work under the supervision and guidance of a more senior and experienced officer. Duties and responsibilities will entail:

- i. Sampling and analyzing water, geological, industrial sediments and waste water samples for testing of chemical and bacteriological levels;
- ii. Preparing culture media and reagents;
- iii. Preparing sampling containers and equipment; and
- iv. Recording of laboratory reports.

**4. VACANT POSITIONS IN THE DEPARTMENT OF PUBLIC SERVICE
TRAINING AND DEVOLUTION - [VACANCY NO. 04/2022]**

**DEPUTY DIRECTOR ADMINISTRATION / SUB-COUNTY ADMINISTRATOR -
TEN (10) POSITIONS - VACANCY NO. 04/2022/01**

Basic Salary Scale: **Ksh. 99,900 – Kshs. 133,870** p.m. **(Job Group ‘Q’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan citizen;
- ii. Have served in the grade of Assistant Director Administration Services/ Deputy County Administrator, for a minimum period of three (3) years or in a comparable and relevant position in the Public Service or Public Sector;
- iii. Have a Bachelors degree in any of the following disciplines: Public Administration, Business Administration/Management, Community Development or any other Social Science from a recognized institution;
- iv. Masters degree in any of the following disciplines is an added advantage: Public Administration, Business Administration/Management, Community Development or any other Social Science from a recognized institution;
- v. Have a Diploma in advance Public Administration or equivalent qualification from a recognized institution;
- vi. Be proficient in computer applications; and
- vii. Have demonstrated managerial, administrative and professional competence in work performance and results;

Duties and Responsibilities:

An officer at this level may be deployed at the County Headquarters or in the County Field Offices. Duties and responsibilities will entail:

a) At County Headquarters

- i. Implementing, reviewing and interpreting administrative policies, strategies, procedures and programmes;
- ii. Managing and supervising the general administration services;
- iii. Implementing public service reforms;
- iv. Facilitating maintenance of infrastructure and facilities;
- v. Planning and coordinating office accommodation; and
- vi. Managing county government assets;

b) At Sub County Field Offices

- i. Ensuring service delivery in the area of jurisdiction;
- ii. Facilitating mobilization and ensuring prudent utilization of resources;
- iii. Facilitating citizen participation in the development of policies, plans and delivery of services in the area of jurisdiction;
- iv. Facilitating intra and inter-governmental relations and conflict resolutions;
- v. Overseeing safe custody of government assets in the area of jurisdiction;
- vi. Ensuring compliance with legal, statutory and regulatory requirements in the area of jurisdiction;
- vii. Ensuring compliance with national values and principles of good governance;
- viii. Identifying development projects;
- ix. Disseminating information to the public; and
- x. Providing linkage between the office and the community.

ADMINISTRATIVE OFFICER III – FIFTEEN (15) POSITIONS – VACANCY NO. 04/2022/02

Basic Salary Scale: **Ksh. 31,270 – Ksh. 41,260** p.m. **(Job Group ‘J’)**

Allowances as per the SRC circulars attached to the position.

Terms of Service: Permanent and Pensionable.

For appointment to this position, a candidate must:

- i. Be a Kenyan citizen;
- ii. Have a Bachelors degree in any of the following disciplines: Public Administration, Business Administration/Management, Community Development or any other Social Science from a recognized institution; and
- iii. Be proficient in computer applications.

Duties and Responsibilities

Duties and responsibilities at this level will entail:

- i. Planning of office accommodation and layout;
- ii. Facilitating transport and travelling services;
- iii. Maintaining and updating furniture and office equipment inventory;
- iv. Ensuring payment of bills;
- v. Facilitating movement of assets;
- vi. Carrying out general maintenance of buildings and furniture;
- vii. Facilitating logistics for meetings, conferences and other special events;
- viii. Collecting and collating data on developmental activities;
- ix. Providing input in the monitoring and evaluating of community projects;
- x. Providing input in organizing public participation awareness at the local level; and
- xi. Disseminating information to the public.

HOW TO APPLY

Interested and qualified candidates are required to make applications by downloading and completing an **employment application form** from County Government of Nakuru website www.nakuru.go.ke

A duly filled employment application form and copies of ***National ID, KCSE, DEGREE/DIPLOMA/CERTIFICATE*** as applicable should be sent through the **POST OFFICE** or **COURIER SERVICES** in a sealed envelope on or **before 7th February 2022 (No hand delivered applications will be accepted)**.

Clearly indicate the vacancy number and position applied for, on top of the envelope and address to;

**The Secretary
Nakuru County Public Service Board
Public Works Building- Prisons Road
P.O Box 2870-20100**

NAKURU

County Government of Nakuru is an equal opportunity employer. **Youth, Women and Persons Living with Disabilities, Marginalized and Minority communities** are encouraged to apply.

Canvassing in any form will lead to automatic disqualification.

Please be informed that Nakuru County Public Service Board **DOES NOT USE AGENTS** nor **CHARGE ANY FEE** for its services. **Candidates are advised to be cautious of fraudsters who call asking for money in regards to advertised vacancies. Report any such calls to your nearest police station. Please do not give out any money!!!**

Any communication from the County Public Service Board SHALL be through the above address and official cellphone number: 0796848192.

Only shortlisted candidates will be contacted.