

COUNTY GOVERNMENT OF NANDI

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Nandi County Public Service Board
P.O Box 802 – 30300
Kapsabet

COUNTY PUBLIC SERVICE BOARD

ADVERT NO. CGN/NCPSB/02/2026

14TH MAY, 2026

DECLARATION OF VACANCIES IN THE COUNTY PUBLIC SERVICE

INTERNAL ADVERT

Pursuant to Section 59 of the County Governments Act 2012, The Nandi County Public Service Board invites applications from suitably qualified, motivated and pro-active officers to fill the following vacant **promotional** positions in the **DEPARTMENT OF HEALTH AND SANITATION**.

1. CHIEF MEDICAL SPECIALIST, JOB GROUP 'CPSB 02' (2 POSTS).

Duties and responsibilities

- a) Developing and coordinating implementation of health standards, guidelines and protocols;
- b) Undertaking specialized diagnosis, care, treatment and rehabilitation of patients;
- c) Assessing employees' fitness for continuation of work, age assessment and medical practice among others;
- d) Planning and managing national healthcare programs at the implementation level directed towards the improvement of health services in the county;
- e) Developing intervention activities or programs for training of health staff in field of community health and health management;
- f) Promoting International Health Relations;
- g) Monitoring and evaluating health projects and programmes;
- h) Providing guidance, training and development of professional staff in clinical practice specialty;
- i) Coordinating outreach activities and services;
- j) Designing and undertaking research;
- k) Coordinating health research; analyzing, utilizing and disseminating research findings in planning activities to improve service delivery;
- l) Initiating development of an appropriate health information management system;
- m) Coordinating provision of quality health care and adherence to health standards;
- n) Providing specifications for procurement of health supplies and commodities; and
- o) Coordinating training and development and performance management.

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Requirements for Promotion

For promotion to this grade, an officer must have:

- a) Served as a Deputy Director of Medical Services/Senior Medical Specialist for a minimum period of three (3) years;
- b) Bachelor of Medicine and Bachelor of Surgery (M.B.Ch.B) degree from an institution recognized by Medical Practitioners and Dentists Board;
- c) 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 Medicine, Microbiology, Neurosurgery, Obstetrics and Gynecology, Occupational Medicine, Ophthalmology, Orthopedic Surgery, Pediatrics and Child Health, Palliative Medicine, Pathology, Plastic and Reconstructive Surgery, Psychiatry, Public Health, Radiology, Health Systems Management, Health Economics, Health Informatics, Epidemiology, Global Health Policy, Public Health Microbiology and Emerging Infectious Diseases, Biostatistics or equivalent qualification from an institution recognized by the Medical Practitioners and Dentists Board;
- d) Registration Certificate by the Medical Practitioners and Dentists Board;
- e) Valid practicing license from Medical Practitioners and Dentists Board;
- f) Certificate in Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized institution;
- g) Certificate in computer application skills from a recognized institution; and
- h) Shown outstanding professional competence and administrative capability and initiative in general organization and management.

2. MEDICAL SPECIALIST I, JOB GROUP 'CPSB 04' (5 POSTS).

Duties and Responsibilities

- a) Undertaking general diagnosis, care, treatment and rehabilitation of patients;
- b) Carrying out specialized clinical care;
- c) Providing psycho-social interventions;
- d) Providing clinical services to patients;
- e) Training, consulting and performing surgeries in various health facilities;
- f) Carrying out forensic and medico-legal services;
- g) Coordinating disease surveillance, prevention, and control;
- h) Coordinating health education and promotion;
- i) Implementing health projects and programmes;
- j) Maintaining up-to-date health information systems;
- k) Monitoring provision of health treatment and care;
- l) Undertaking health research; and
- m) Analyzing medical reports.

Requirements for promotion

For promotion to this grade, an officer must have:

- a) Served as an Assistant Director of Medical Services/Medical Specialist II for a minimum period of three (3) years;
- b) Bachelor of Medicine and Bachelor of Surgery (M.B.Ch.B) degree from an institution recognized by Medical Practitioners and Dentists Board;
- c) 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 Medicine, Microbiology, Neurosurgery, Obstetrics and Gynaecology, Occupational Medicine, Ophthalmology, Orthopedic Surgery, Pediatrics and Child Health, Palliative Medicine, Pathology, Plastic and Reconstructive Surgery, Psychiatry, Public Health, Radiology, Health Systems Management, Health Economics, Health Informatics, Epidemiology, Global Health Policy, Public Health Microbiology and Emerging Infectious Diseases, Biostatistics or equivalent qualification from an institution recognized by the Medical Practitioners and Dentists Board;
- d) Registration Certificate by the Medical Practitioners and Dentists Board;
- e) Valid practicing license from Medical Practitioners and Dentists Board;
- f) Certificate in Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized institution;
- g) Certificate in computer application skills from a recognized institution; and
- h) Demonstrated professional competence and managerial capability as reflected in work performance and results.

3. SENIOR DEPUTY DIRECTOR OF PHARMACEUTICAL SERVICES II / CHIEF PHARMACEUTICAL SPECIALIST, JOB GROUP 'CPSB 02' (2 POSTS).

Duties and Responsibilities:

- a) Preparing and assessing research proposals involving medicine use.
- b) Receiving and analyzing reports of adverse drug reactions and poor-quality medicines.
- c) Analyzing medicines for quality assurance.
- d) Providing expertise and pharmaceutical care in approved areas of specialization.
- e) Coordinating Medicines and Therapeutic Committee activities.
- f) Assessing and evaluating research findings involving medicine use.
- g) Identifying areas of research and disseminating research findings on medicine utilization.
- h) Carrying out laboratory tests of medicines and medical devices to ensure quality assurance.

- i) Keeping custody and ensuring safe use of licit psychotropic and narcotic substances.
- j) Carrying out Pharmacovigilance activities (monitoring, reporting of adverse drug reactions and poor-quality medicines).
- k) Training, coaching, and mentoring pharmacy interns and students
- l) Coordinating setting of targets and performance management; and
- m) Supervising, disciplining and developing staff.

Requirements for promotion

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

- a) Served in the grade of Deputy Director of Pharmaceutical Services/Senior Pharmaceutical Specialist for a minimum period of three (3) years;
- b) Bachelor of Pharmacy degree from an institution recognized by the Pharmacy and Poisons Board;
- c) Master's 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;
- d) Certificate of Registration by a Pharmacist by the Pharmacy and Poisons Board;
- e) Valid practicing license from Pharmacy and Poisons Board;
- f) Certificate in Strategic Leadership Development Program lasting not less than six (6) weeks from a recognized institution;
- g) Certificate in Computer application skills from a recognized institution; and
- h) Shown outstanding professional competence and administrative capability and initiative in the general organization and management of the Pharmacy Function.

4. DEPUTY CHIEF PHARMACIST, JOB GROUP 'CPSB 04' (2 POSTS).

Duties and Responsibilities

- a) Coordinating pharmaceutical services in a health facility;
- b) Coordinating Medicine and Therapeutics Committee activities in a health facility;

- c) Developing and reviewing standard operating procedures for all pharmaceutical services in the facility;
- d) Conducting research on medicine utilization;
- e) Providing continuous professional development education to pharmacists;
- f) Evaluating appropriateness of donated medical supplies;
- g) Maintaining pharmaceutical inventories;
- h) Participating in facility management committees;
- i) Providing medicinal information in preparation of patient drug management therapies;
- j) Coordinating preparation of annual work plans and ensuring they are adhered to; and
- k) Coordinating capacity building of officers.

Requirements for Promotion

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

- a) Served in the grade of Assistant Director of Pharmaceutical Services/Pharmaceutical Specialist II for a minimum period of three (3) years;
- b) Bachelor of Pharmacy degree from an institution recognized by the Pharmacy and Poisons Board;
- c) Master's 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.
- d) Certificate of Registration by the Pharmacy and Poisons Board;
- e) Valid practicing license from Pharmacy and Poisons Board;
- f) Certificate in Strategic Leadership Development Programme lasting not less than four (4) weeks from a recognized institution;
- g) Certificate in computer application skills from a recognized institution; and
- h) Demonstrated professional competence and managerial capability as reflected in work performance and results.

Interested and suitable candidates who meet the requirements for the positions should submit hard copies of their application(s) with detailed CV, copies of

academic and professional certificates, valid licences, National Identity Cards and testimonials to the Nandi County Public Service Board, Kapsabet on or before **29th May, 2026 at 3:30pm.**

Applications clearly indicating the position one is applying for on the envelope should be addressed to:

**The Secretary/Chief Executive Officer
Nandi County Public Service Board
P.O. Box 802, 30300
KAPSABET.**

Important Notice to Applicants

- Shortlisted candidates must meet the requirements of Chapter six of the Constitution of Kenya.
- Any form of canvassing will lead to automatic disqualification. Please note that only shortlisted candidates will be contacted. The official communications will be made through the Nandi County Public Service Board's mobile number **0781848494.**
- Applicants are strongly advised not to fall victim to fraudsters who may call asking for money in exchange of services. The County Government of Nandi is an equal opportunity employer and offers its services free of charge.
- All qualified persons including persons living with disability, women, youth, the marginalized are encouraged to apply.

