



## KENYATTA NATIONAL HOSPITAL

### VACANCY

Kenyatta National Hospital is a Government State Corporation whose vision is to be a world-class Referral Hospital providing innovative and specialized healthcare. The Hospital seeks to recruit dynamic, highly motivated, innovative and experienced individuals to fill the following vacant positions.

#### **1) SENIOR DIRECTOR, CLINICAL SERVICES, REF. NUMBER, KNH/EX/SDCS/10/1 (1 POST)**

##### **Job Purpose**

An officer at this level will be responsible to the Chief Executive Officer for co-ordination of clinical services in the Hospital

##### **Duties and Responsibilities**

- a) Provide transformational leadership in the clinical services directorate to support delivery of specialized quality health care;
- b) Principal Assistant to the Chief Executive Officer;
- c) Formulation of long-term Hospital's strategic and business plans to ensure high performance in provision of specialized clinical services;
- d) Guide in setting standards in the provision of services in both clinical and community health practices;
- e) Formulation of professional standards and ethics governing medical practice;
- f) Implementation of Hospital management policies in line with the strategic plan, government regulations and legislations;
- g) Establishment and strengthening of inter-institutional collaborations and strategic partnerships in support of clinical services;
- h) Developing resource mobilization strategy to support provision of clinical and administrative services;
- i) Foster clinical governance to maintain and improve the quality of patient care;
- j) Development and implementation of the Hospital's strategic initiatives and capacity building in line with goals and aspirations of Kenya's Vision 2023 and the National Health Sector Strategic Plans;
- k) Preparing executive reports on clinical services for presentation to the Board of Management;
- l) Ensure compliance with clinical standards and ethics;
- m) Preparation of Medium- Term Expenditure Framework and Budget estimates;
- n) Facilitate the preparation and implementation of the clinical services strategic and work plans;
- o) Chair the Hospital Management Committee meetings, Medical Advisory Committee among others;
- p) Signatory to all Hospital Accounts;

- q) Evaluation of the Hospital's long-term healthcare services effectiveness for excellence in clinical outcomes;
- r) Participating in the executive management committee of the Hospital;
- s) Training of health professionals including specialists in various medical disciplines;
- t) Development and implementation of hospitals staff training strategies;
- u) Negotiating performance contract targets and monitor implementation;
- v) Implementation of Hospital's research agenda including fostering collaborative interdisciplinary basic, clinical and translational research;
- w) Participation in national health planning and policy formulation;
- x) Liaise with agencies in the health sector to support provision of specialized health services in line with national health policy guidelines;
- y) Coordinating procurement and disposal of all goods, works and services in line with PPADA 2015;
- z) Ensuring maintenance of accurate and up to date database of all clinical assets;
- aa) Promoting research, innovation and technology transfer in the provision of clinical services at KNH;
- bb) Ensure proper management, utilization and accountability of all the resources in clinical directorate;
- cc) Develop and oversee patient's safety initiatives; and
- dd) Ensure staff in clinical services directorate remain motivated to discharge their responsibilities effectively and efficiently in compliance with human resource management policies and practices.

### **Qualifications and Experience**

- a) Master's degree in clinical discipline from a recognized institution;
- b) Bachelors in any of the clinical disciplines from a recognized institution;
- c) Valid Practicing license from relevant professional body;
- d) Specialist recognition certificate from a professional body;
- e) Sub Specialization in any of the clinical fields will be an added advantage;
- f) Registration Certificate by relevant professional body;
- g) Demonstrated high professional competence and administrative capability.
- h) A minimum period of twelve (12) years relevant work experience with at least eight (8) years' experience in senior management position.

***This position is on a five (5) years contract renewable once subject to satisfactory performance***

## **2) DIRECTOR, NURSING SERVICES, REF. NUMBER KNH/EX/DNS/10/2 (1 POST)**

### **Job Purpose**

An officer at this level will be responsible to the Senior Director, Clinical Services in the provision of nursing services in the Hospital

### **Duties and Responsibilities**

- a) Providing strategic leadership that ensures delivery of specialized quality health services;
- b) Enforce compliance to the relevant provisions of the Nurse Act. Cap 257 (Revised 2011);
- c) Develop and review nursing policies, educate nurse leaders and co-ordinate policy application;
- d) Determine nursing standards and develop 'the Standards Operating Procedures for the Hospital;
- e) Implementation and review of policies, procedures and strategies in clinical services;
- f) Establishment of strategic partnership and collaboration with stakeholders in support of development of clinical services;
- g) Promotion of research, innovation and technology transfer in the provision of clinical services in the Hospital;
- h) Ensuring proper management, utilization and accountability of all the Hospital's resources;
- i) Developing resource mobilization strategy to support provision of clinical and administrative services;
- j) Ensuring prudent resource management, utilization and compliance;
- k) Ensuring maintenance of accurate and up to date database of all clinical assets including research projects and intellectual properties;
- l) Coordinate activities and operations of the Hospital's clinical services and programs;
- m) Guiding and setting standards in the provision of services in both clinical and community health practices;
- n) Liaising with agencies in the health sector for the support, expansion, maintenance and streamlining of the hospital's health services along with the national health policy guidelines; and
- o) Formulating professional standards and ethics governing medical practice.

### **Qualifications and Experience**

- a) Master's degree in any of the following disciplines; Midwifery, Medical Surgical Nursing, Pediatric Nursing, Critical Care Nursing, Oncology and Palliative Care Nursing, Forensic Nursing, Community Health Nursing, Nursing Education, Nursing Management, Geriatric Nursing or equivalent qualification from a recognized institution;
- b) Bachelor of Science degree in Nursing or equivalent qualification from a recognized institution;
- c) Registration certificate with the Nursing Council of Kenya;
- d) Valid practicing license from Nursing Council of Kenya;

- e) Leadership/ Management course lasting not less than six (6) weeks from a recognized institution;
- f) Served for a minimum period of ten (10) years relevant work experience, five (5) of which should be at a supervisory level or comparable position.

***This position is on a five (5) years contract renewable subject to satisfactory performance***

**3) MEDICAL SPECIALIST II – (OBSTETRIC & GYNAECOLOGY), REF. NUMBER KNH/EX/MS/O&G/10/3 (1 POST)**

**Job Purpose**

The Medical Specialists (Obstetrics & Gynecology) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.

- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Master degree in Obstetrics & Gynaecology or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor of Medicine and Bachelor of Surgery (MBCChB) degree from a recognized institution by the Kenya Medical Practitioners and Dentists Council;
- c) Sub Specialization in any of the clinical disciplines or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council will be an added advantage;
- d) Specialist recognition in Obstetrics & Gynaecology from the Kenya Medical Practitioners' and Dentist Board. However, those that have finished MMed in Obstetrics & Gynaecology and are undergoing the pre-KMPDC registration attachment are encouraged to apply;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license as an Obstetrics & Gynaecology by the Kenya Medical Practitioners and Dentist Council;
- g) Professional Indemnity Cover.

### **4) MEDICAL SPECIALIST II (RADIOLOGY), REF. NUMBER, KNH/EX/MS/RAD/10/4; (1 POST)**

#### **Job purpose**

The Medical Specialists (Radiology) are responsible to Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

#### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care

that includes provision of promotive, preventive, diagnostic, curative and rehabilitative services;

- b) Implement hospital programmes within their respective specialities;
- c) Champion continuous quality healthcare standards and patient safety guidelines;
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities;
- f) Implementing radiological clinical review protocols, procedures and work instructions for the practice of specialized care;
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies;
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital;
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery;
- j) Performing emergency radiological procedures;
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care;
- l) Providing high standards of specialized radiological services to patients in the wards and specialized clinics;
- m) Performing regular rounds with the registrars and other officers to assist in patient management;
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case;
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures;
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including court attendance and forensic duties;
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Master's degree in Diagnostic Imaging and Radiation Medicine (Radiology) or any other relevant degree from an institution recognized by the Kenya Medical Practitioners and Dentists Council.
- b) Bachelor of Medicine and Bachelor of Surgery (MBChB) degree from a recognized institution by the Kenya Medical Practitioners and Dentists Council.
- c) Specialist recognition certificate in Diagnostic Radiology from the Medical Practitioners' and Dentist Council. However, Radiologists that have finished Mmed in Radiology and are undergoing pre-KMPDC registration attachment are encouraged to apply.



- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council.
- e) Valid practicing license in Diagnostic Radiology by the Medical Practitioners and Dentist Council.
- f) Professional Indemnity Cover.

**5) MEDICAL SPECIALIST II – (PAEDIATRIC SURGERY), REF. NUMBER, KNH/EX/MS/PS/10/5 (1POST)**

**Job Purpose**

The Medical Specialists (Paediatric Surgery) are responsible to Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement Hospital programmes within Paediatric Surgery;
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in Paediatric Surgery;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures

- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

### **Qualifications and Experience**

- a) Masters of Medicine degree in Paediatric Surgery or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/Fellowship in Paediatric Surgery from a recognized institution.
- d) Specialist recognition certificate in Paediatric Surgery from the Kenya Medical Practitioners' and Dentist Council. However, those that have finished MMed in Paediatric Surgery and are undergoing the pre-KMPDC registration attachment are encouraged to apply;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Paediatric Surgery from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

## **6) MEDICAL SPECIALIST II – (NEUROLOGY), REF. NUMBER KNH/EX/MS/NEU/10/6 (1POST)**

### **Job Purpose**

The Medical Specialists (Neurology) are responsible to Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities



- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

### **Qualifications and Experience**

- a) Masters of Medicine in Internal Medicine or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Neurology from a recognized institution;
- d) Specialist recognition certificate in Neurology from the Kenya Medical Practitioners' and Dentist Council. However, physicians with interest in Neurology and have finished Mmed in Internal Medicine and are undergoing pre-KMPDC registration attachment are encouraged to apply;
- e) Registration Certificate by the Medical Practitioners & Dentist Council;
- f) Valid practicing license in Neurology from Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**7) MEDICAL SPECIALIST II – (NEPHROLOGY), REF NUMBER, KNH/EX/MS/NEP/10/7  
(2 POSTS)**

**Job Purpose**

The Medical Specialists (Nephrology) are responsible to Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

## **Qualifications and Experience**

- a) Masters of Medicine in Internal Medicine or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB.) or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Nephrology from a recognized institution;
- d) Specialist recognition certificate in Nephrology from the Kenya Medical Practitioners' and Dentist Council. However, physicians with interest in Nephrology and have finished Mmed in Internal Medicine and are undergoing pre-KMPDC registration attachment are encouraged to apply;
- e) Registration Certificate by the Kenya Medical Practitioners & Dentist Council;
- f) Valid practicing license in Nephrology from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

## **8) MEDICAL SPECIALIST II – (OPHTHALMOLOGY), REF. NUMBER, KNH/EX/MS/OP/10/8 (1POST)**

### **Job Purpose**

The Medical Specialists (Ophthalmology) are responsible to Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery

- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

### **Qualifications and Experience**

- a) Master of Medicine in Ophthalmology or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB.) or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Specialist recognition certificate in Ophthalmology from the Kenya Medical Practitioners' and Dentist Council;
- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- e) Valid specialist practicing license in Ophthalmology from Kenya Medical Practitioners and Dentists Council;
- f) Anterior segment / corneal subspecialty training or evidence of interest will be an added advantage;
- g) Professional Indemnity Cover.

**9) MEDICAL SPECIALIST II (PSYCHIATRY), REF. NUMBER, KNH/EX/MS/PSY/10/9, (2 POSTS)**

**Job Purpose**

The Medical Specialists (Psychiatry) are responsible to Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities;
- c) Champion continuous quality healthcare standards and patient safety guidelines;
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities;
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care;
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies;
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital;
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery;
- j) Performing emergency psychiatry interventions;
- k) Collaborate, write and respond to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care;
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics;
- m) Performing regular rounds with the registrars and other officers to assist in patient management;
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case;
- o) Carry-out specialized psychiatric procedures;
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including forensic psychiatric assessments, writing court reports and attending court;
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

## **Qualifications and Experience**

- a) Master of Medicine in Psychiatry or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor of Medicine and Bachelor of Surgery (MBChB) degree from a recognized institution by the Kenya Medical Practitioners and Dentists Council;
- c) Specialist recognition as a Psychiatrist from the Kenya Medical Practitioners' and Dentist Council. However, those that have finished Mmed in Psychiatry and are undergoing pre-KMPDC registration attachment are encouraged to apply;
- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council.
- e) Valid practicing license in Psychiatry by the Medical Practitioners and Dentist Council.
- f) Professional Indemnity cover.

## **10)MEDICAL SPECIALIST II – (PAEDIATRIC PULMONOLOGIST), REF NUMBER, KNH/EX/MS/PP/10/10 (1POST)**

### **Job Purpose**

The Medical Specialists (Paediatric Pulmonologist) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care, they are entrusted to provide quality health care services.

### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist



throughout the Hospital in the diagnosis and management of patients not directly under his/her care.

- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

### **Qualifications and Experience**

- a) Master of Medicine in Internal Medicine from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Paediatric Pulmonology from a recognized institution;
- d) Specialist recognition certificate as a Paediatric Pulmonologist by the Kenya Medical Practitioners' and Dentist Council;
- e) Registration certificate by the Kenya Medical Practitioners & Dentist Council;
- f) Valid practicing license as Paediatric Pulmonologist from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**11) MEDICAL SPECIALIST II – (ADULT HAEMATOLOGY), REF. NUMBER, KNH/EX/MS/AH/10/11 (2POSTS)**

**Job Purpose**

The Medical Specialists (Adult Haematology) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care, they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;

- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

**a) Qualifications and Experience**

- a) Master of Medicine in Internal Medicine from an institution recognized by the Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Fellowship in Clinical Hemato-Oncology from a recognised institution will have an added advantage. Physician that can demonstrate interest in Hemato-Oncology are encouraged to apply;
- d) Specialist recognition certificate as a physician by Kenya Medical Practitioners' and Dentist Council;
- e) Registration certificate by the Kenya Medical Practitioners & Dentist Council;
- f) Valid practicing license from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**12)MEDICAL SPECIALIST II – (GENERAL SURGERY), REF. NUMBER, KNH/EX/MS/GS/10/12 (2 POSTS)**

**Job Purpose**

The Medical Specialists (General Surgery) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care

- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Master of Medicine in General Surgery or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor of Medicine and Bachelor of Surgery (MBChB) degree from a recognized institution by the Kenya Medical Practitioners and Dentists Council;
- c) Specialist recognition in General Surgery from the Kenya Medical Practitioners' and Dentist Council. However, those that have finished MMed in General Surgery and are undergoing the pre-KMPDC registration attachment are encouraged to apply;
- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- e) Valid practicing license as a General Surgeon by the Kenya Medical Practitioners and Dentist Council;
- f) Professional Indemnity Cover.

**13)MEDICAL SPECIALIST II – (ORTHOPAEDIC), REF. NUMBER, KNH/EX/MS/OR/10/13  
(1 POST)**

**Job Purpose**

The Medical Specialists (Orthopedic) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties

- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Master of Medicine in Orthopaedic or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor of Medicine and Bachelor of Surgery (MBChB) degree from a recognized institution by the Kenya Medical Practitioners and Dentists Council;
- c) Sub Specialization in any of the clinical disciplines or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council will be an advantage;
- d) Specialist recognition in Orthopaedic from the Kenya Medical Practitioners' and Dentist Council. However, those that have finished MMed in Orthopaedic and are undergoing the pre-KMPDC registration attachment are encouraged to apply;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license as an Orthopaedic by the Kenya Medical Practitioners and Dentist Council;
- g) Professional Indemnity Cover.

### **14)MEDICAL SPECIALIST II – (UROLOGY), REF. NUMBER, KNH/EX/MS/UR/10/14 (1POST)**

#### **Job Purpose**

The Medical Specialists (Urology) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

#### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care



- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Masters of Medicine in Surgery or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Urology from a recognized institution OR any demonstrated interest to train in Urology are encouraged to apply;
- d) Specialist recognition certificate in Urology from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Urology from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**15)MEDICAL SPECIALIST II – (ENDOCRINOLOGY), REF. NUMBER.  
KNH/EX/MS/END/10/15 (1 POST)**

**Job Purpose**

The Medical Specialists (Endocrinology) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;

- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings

### **Qualifications and Experience**

- a) Masters of Medicine degree in Internal Medicine or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Endocrinology from a recognized institution
- d) Specialist recognition certificate in Endocrinology from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Internal Medicine from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

## **16) MEDICAL SPECIALIST II – (PAIN & PALLIATIVE), REF. NUMBER, KNH/EX/MS/PAIN/10/16 (1POST)**

### **Job Purpose**

The Medical Specialists (Pain and Palliative) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research

- findings to improve quality of service delivery
- j) Performing emergency medical procedures
  - k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
  - l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
  - m) Performing regular rounds with the registrars and other officers to assist in patient management.
  - n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
  - o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
  - p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
  - q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
  - r) Participating in community diagnosis, preventive & promotive care and treatment;
  - s) Utilizing patient data to benefit the customer and service provider;
  - t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Master of Science in Palliative Care from an institution recognised by Kenya Medical Practitioners' and Dentist Council **OR;**
- b) Master of Medicine in Family Medicine or Anaesthesia with Subspecialty in Palliative Care or Pain Management from an institution recognised by Kenya Medical Practitioners' and Dentist Council;
- c) Bachelor of Medicine and Bachelor of Surgery (MBChB) degree from a recognized institution by the Kenya Medical Practitioners and Dentists Council;
- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- e) Specialist Recognition as a Pain and Palliative from the Kenya Medical Practitioners and Dentist Council;
- f) Valid practicing license as a Pain and Palliative Specialist from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**17)MEDICAL SPECIALIST II – (PATHOLOGY), REF. NUMBER, KNH/EX/MS/PAT/10/17  
(1POST)**

**Job Purpose**

The Medical Specialists (Pathology) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;

- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Masters of Medicine in Pathology or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Pathology from a recognized institution.
- d) Specialist recognition certificate in Pathology from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council.
- f) Valid practicing license in Pathology from Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

### **18)MEDICAL SPECIALIST II – (PAEDIATRIC), REF. NUMBER, KNH/EX/MS/PED/10/18 (1POST)**

#### **Job Purpose**

The Medical Specialists (Pediatric) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

#### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research



- findings to improve quality of service delivery
- j) Performing emergency medical procedures
  - k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
  - l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
  - m) Performing regular rounds with the registrars and other officers to assist in patient management.
  - n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
  - o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
  - p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
  - q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
  - r) Participating in community diagnosis, preventive & promotive care and treatment;
  - s) Utilizing patient data to benefit the customer and service provider;
  - t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Masters of Medicine degree in Paediatric or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Specialist recognition certificate in Paediatrics from the Kenya Medical Practitioners' and Dentist Council;
- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- e) Valid practicing license in Paediatric from Kenya Medical Practitioners and Dentists Council;
- f) Professional Indemnity Cover.

### **19)MEDICAL SPECIALIST II – (CARDIOTHORACIC SURGERY), REF. NUMBER, KNH/EX/MS/CS/10/19 (2 POSTS)**

#### **Job Purpose**

The Medical Specialists (Cardiothoracic Surgery) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

## **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

## **Qualifications and Experience**

- a) Master of Medicine in Cardiothoracic Surgery Or Masters of Medicine degree in Surgery or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists

- Council;
- c) Certification/ Fellowship in Cardiothoracic Surgery from a recognized institution;
- d) Specialist recognition certificate in Cardiothoracic Surgery from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Cardiothoracic Surgery from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**20)MEDICAL SPECIALIST II – (ANESTHESIOLOGIST), REF. NUMBER, KNH/EX/MS/ANE/10/20 (3 POSTS)**

**Job Purpose**

The Medical Specialists (Anesthesiologist) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of

their recovery or disability as may be the case.

- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Masters of Medicine in Anaesthesia or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Specialist recognition certificate in Anaesthesia/ Paediatric Anaesthesia from the Kenya Medical Practitioners' and Dentist Council;
- d) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- e) Valid practicing license in Anaesthesia from Kenya Medical Practitioners and Dentists Council;
- f) Professional Indemnity Cover.

### **21) MEDICAL SPECIALIST II – (PAEDIATRIC GASTROENTEROLOGIST), REF. NUMBER, KNH/EX/MS/PG/10/21 (1POST)**

#### **Job Purpose**

The Medical Specialists (Paediatric Gastroenterologist) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

#### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care

- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;
- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Masters of Medicine in Paediatric or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Paediatric Gastroenterologist from a recognized institution;
- d) Specialist recognition certificate in Paediatric Gastroenterologist from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Paediatric Gastroenterologist from the Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.



**22)MEDICAL SPECIALIST II – (PAEDIATRIC INTENSIVIST), REF. NUMBER, KNH/EX/MS/PI/10/22 (1POST)**

**Job Purpose**

The Medical Specialists (Paediatric Intensivist) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

**Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research findings to improve quality of service delivery
- j) Performing emergency medical procedures
- k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
- l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
- m) Performing regular rounds with the registrars and other officers to assist in patient management.
- n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
- o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
- p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
- q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
- r) Participating in community diagnosis, preventive & promotive care and treatment;



- s) Utilizing patient data to benefit the customer and service provider;
- t) Undertake medical research & clinical audits and implementing the findings.

### **Qualifications and Experience**

- a) Masters of Medicine in Paediatric or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MChB) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Paediatric Critical Care from a recognized institution;
- d) Specialist recognition certificate in Paediatric Intensivist from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Paediatric Intensivist from the Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

### **23)MEDICAL SPECIALIST II – (CARDIOLOGY), REF. NUMBER. KNH/EX/MS/CAR/10/23 (1 POST)**

#### **Job Purpose**

The Medical Specialists (Cardiology) are responsible to the Head of Department in the provision of specialized diagnostic, curative, rehabilitative and preventive health care services to the population under their care; they are entrusted to provide quality health care services.

#### **Duties and Responsibilities**

- a) Implement clinical decisions for specialised quality inpatient and outpatient care that includes provision of promotive, preventive, curative and rehabilitative services;
- b) Implement hospital programmes within their respective specialities
- c) Champion continuous quality healthcare standards and patient safety guidelines
- d) Assist in mentoring and coaching of staff in the respective specialities;
- e) Coordinate intervention activities and programs for training health professionals in community health and health management in hospitals/health facilities
- f) Implementing clinical review protocols procedures and work instructions for the practice of specialized care
- g) Coordinating and managing referral care within the framework of the hospital and national referral policies
- h) Consult with other specialists to solve single or multiple medical issues as required by patients in the hospital
- i) Undertaking research activities in the speciality and implement the research

- findings to improve quality of service delivery
- j) Performing emergency medical procedures
  - k) Collaborates, writes and responds to requests for consultation from other Specialist throughout the Hospital in the diagnosis and management of patients not directly under his/her care.
  - l) Providing high standards of specialized clinical services to patients in the wards and specialized clinics
  - m) Performing regular rounds with the registrars and other officers to assist in patient management.
  - n) Communicating to all patients under their care about the nature of their illness and the outlook in treatment of their well-being so that they understand the full extent of their recovery or disability as may be the case.
  - o) Carryout specialized diagnostic, therapeutic medical or surgical procedures
  - p) Accepting responsibility for the teaching of the highest standards of medical practice to medical specialists-in-training, medical officers, medical interns and other students;
  - q) Executing Medico-legal duties including filling of P3 forms, court attendance and forensic duties
  - r) Participating in community diagnosis, preventive & promotive care and treatment;
  - s) Utilizing patient data to benefit the customer and service provider;
  - t) Undertake medical research & clinical audits and implementing the findings

### **Qualifications and Experience**

- a) Masters of Medicine degree in Internal Medicine or equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- b) Bachelor in Medicine and Surgery (MBChB.) degree or its equivalent qualification from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- c) Certification/ Fellowship in Cardiology from a recognized institution
- d) Specialist recognition certificate in Cardiology from the Kenya Medical Practitioners' and Dentist Council;
- e) Registration Certificate by the Kenya Medical Practitioners and Dentists Council;
- f) Valid practicing license in Internal Medicine from Kenya Medical Practitioners and Dentists Council;
- g) Professional Indemnity Cover.

**24) CHIEF MANAGER, INFORMATION AND COMMUNICATION TECHNOLOGY, REF. NUMBER, KNH/EX/CM/ICT/10/24, (1 POST)**

**Job Purpose**

An officer at this level will be responsible to Director, Planning and Strategy in provision of Information Communication and Technology (ICT) services in the Hospital.

**Duties and Responsibilities**

- a) Provide leadership in the technological Strategy of the hospital to ensure efficient and continuous service delivery to all stakeholders;
- b) Lead, direct and oversee Information Technology and Infrastructure function and ensure continuous operation and cost-efficiency in healthcare delivery;
- c) Direct and lead the establishment and maintain company-wide information Security management program to ensure that information assets are adequately protected;
- d) Advise management on the adoption and use of new & emerging technologies and innovations for tele-medicine and internal processes;
- e) Advise senior management on the adoption, implementation, use and development of Information Communication and Technology Solutions for enhanced service delivery and customer satisfaction;
- f) Direct and lead Innovations and solutions development to facilitate eHealth;
- g) Promote sound Information Technology governance and standards in the Hospital;
- h) Ensure Business Continuity and Disaster Recovery Strategies of the Hospital's Information Systems Assets;
- i) Draft Board papers on Technology initiatives;
- j) Supervise, mentor and coach staff in the ICT department;
- k) Ensure implementation of Information Communication and Technology projects, adherence to standards and procedures for Information Communication and Technology systems development projects;
- l) Provide guidelines and advise to Information Communication and Technology project managers;
- m) Periodic review of projects systems and procedures and recommending improvements;
- n) Initiate policy review and updating of existing regulations on computing management including drawing of computer specifications for equipments and services;
- o) Ensure adherence enforcement of all regulations procedures and practices on computing management in the Hospital;
- p) Ensure Optimal performance of IT Infrastructure & Business Systems;
- q) Establish and maintain a hospital-wide information security management program to ensure that information assets are adequately protected;
- r) Ensure adherence to service delivery charters by the department to both internal and external customers/stakeholders;
- s) Oversee implementation of hardware upgrades for all Information Communication and Technology infrastructure & systems including servers, network equipment, computers;

- t) Translate customer and business needs into Information Communication and Technology tools and solutions for enhanced customer experience and service delivery;
- u) Ensure innovative Information Communication and Technology solutions are developed and implemented through in-house teams and/or external providers/partners;
- v) Guide and lead the analysis of customer, market and business needs and the development of innovative and value add solutions to ensure business performance;
- w) Oversee the design, development, acquisition, implementation and maintenance of KNH's information systems, software applications and related infrastructure to meet the Hospital's mandate;
- x) Collaborate and manage vendors of various solutions and ensuring SLAs are adhere with;
- y) Prepare, present, defend, manage and monitor the Department's budgets and procurement plans;
- z) Review and recommend technical requirements for all ICT Solutions;
- aa) Draft, present and monitor the Departmental Performance Management Contract;
- bb) Ensure compliance to Security policies, Standards and regulations, Managing and monitoring IT related Risks;
- cc) Conduct and Coordinate periodic performance appraisal of Staff in the Department:

#### **Qualification and Experience**

- a) Master in Information Technology, Computer Science, Electrical/ Telecommunications Engineering, Information Systems, Business Management or related from a recognized institution;
- b) Bachelor in Information Systems, Information Technology, Computer Science, Electrical/Telecommunication Engineering or related field from a recognized institution;
- c) Professional Qualification in CISA or CISM, ITIL practitioner, PRINCE-2 or PMP, CGEIT or COBIT-2019 or TOGAF;
- d) Membership to relevant Professional Body – e.g. ISACA, CSK, ISC2;
- e) Leadership/Management Course lasting not less than four (4) weeks from a recognized institution;
- f) Experience of not less than eight (8) years with five (5) years of which should be in a management position.

#### **25) CHIEF MANAGER (PLANNING, MONITORING AND EVALUATION), REF. NUMBER, KNH/EX/CM/P,M&E/10/25 (1POST)**

##### **Job Purpose**

An officer at this level will be responsible to the Director, Planning & Strategy in the provision of Planning, Monitoring and Evaluation Services in the Hospital.

##### **Duties and Responsibilities**

- a) Provide leadership in the development of Hospital Budget process;
- b) Overseeing the establishing and managing a performance monitoring and evaluation framework for all programmes and projects in the Hospital;
- c) Directing analysis of Monitoring & Evaluation findings, best practices and lessons learned and the dissemination the same to departments/units;
- d) Supporting Management in employing an impact and evidence-based approach to working so that lessons learnt are implemented in future plans and priorities;
- e) Overseeing the collection and provision of planning data for the formulation of the Hospitals development strategies;
- f) Leading in monitoring the implementation of Strategic Plan, Annual Operational Plan and Performance Contract and compiling of periodic reports;
- g) Overseeing the conduct of mid-term and post-programme evaluations and the preparation of periodic progress reports on programmes, projects and strategies;
- h) Providing technical assistance in execution of researches, surveys and studies;
- i) Coordinating the preparation of Medium Term Expenditure Framework(MTEF) and expenditure review reports;
- j) Monitoring resource utilization to ensure resources are utilized efficiently and in line with the approved budget and work-plans;
- k) Spearheading and coordinating consolidation of the Hospital's resource mobilization needs and prioritize resource mobilization requirements;
- l) Undertaking Financial and Economic modelling;
- m) Coordinating corporate research and innovations;
- n) Coordinating and spearhead the development of identified Hospital policies, relevant concept notes; and
- o) Delivering or leading the development of financial and annual pricing models and analysis.

### **Qualification and Experience**

- a) Bachelor's degree with a minimum of second-class honours (upper division) in any of the following disciplines: Mathematics, Statistics, Monitoring & Evaluation, demographics techniques, operation research, survey techniques, Strategy or relevant field from the recognized University;
- b) Master's Degree in any of the following disciplines: Economics, Mathematics, Statistics, Monitoring & Evaluation, Demographics techniques, operation research, survey techniques, Strategy or relevant field from the recognized University;
- c) Leadership/Management Course lasting not less than four (4) weeks from a recognized institution;
- d) Monitoring and Evaluation Master professional;
- e) Evidence of proficiency in both STATA and SPSS;
- f) Member of either the Institute of Economic affairs or Kenya Institute of Planners or Kenya institute of Management or any other related professional body;
- g) A minimum period of eight (8) years relevant work and at least five (5) years' experience in a supervisory capacity.



**26)MANAGER, HUMAN RESOURCE, (EMPLOYEE SERVICES), REF. NUMBER, KNH/EX/M/HR/10/26, (1 POST)**

**Job purpose**

An officer at this level will be responsible to the Director, Human Resource in provision of human resource services in the hospital.

**Duties & Responsibilities**

- a) Interpreting and implementing human resource management policies, procedures, processes and guidelines;
- b) Implementing Human Resource strategies on organizational development, culture and change management;
- c) Supervising payroll and salaries administration;
- d) Ensure maintenance of updated employee records;
- e) Planning and budgeting for all Human Resource activities and programmes;
- f) Undertaking Capacity building and performance management;
- g) Oversee day to day management of pension and insurance schemes;
- h) Ensure compliance to statutory requirements;
- i) Management of leave;
- j) Coordinating improvement programs;
- k) Coordinating performance management in the Unit;
- l) Facilitating the negotiations of recognition and collective bargaining agreement;
- m) Overseeing the implementation of HRMAC resolution;
- n) Analyzing utilization of human resources in the Hospital and advising on proper deployment;
- o) Coordinating Human resource management activities/processes in the Hospital including recruitment and retention, promotion, placements/deployments, capacity development of all staff, employee relations/staff welfare, discipline, remuneration;
- p) Developing and reviewing job descriptions.

**Qualification & Experience**

- a) Master's Degree in Human Resource Management/Development, Business Administration/Management, Public Administration or its equivalent qualification from a recognized institution;
- b) Bachelor's degree in any of the following Social Sciences: Human Resource Management, Sociology, Public Administration, Business Administration/ Management, or its equivalent qualification from a recognized institution;
- c) Certified Human Resource Professional (CHRP - K)/ Higher Diploma/Postgraduate Diploma in Human Resource Management or its equivalent qualification from a recognized institution;
- d) Valid membership certificate of the Institute of Human Resource Management (IHRM);
- e) Leadership/Management Course lasting not less than four (4) weeks from a recognized institution;
- f) Certificate in computer applications; and



- g) Working experience of eight (8) years in relevant field and at least three (3) years' experience in a supervisory capacity

**27)MANAGER, HEALTH ADMINISTRATIVE SERVICES, REF. NUMBER, KNH/EX/M/HE/10/27 (1 POST)**

**Job purpose**

An officer at this level will be responsible to the Senior Director, Corporate Services in provision of health administrative services in the Hospital.

**Duties & Responsibilities**

- a) Oversee implementation of administrative policies, procedures and guidelines;
- b) Monitor departmental income and expenditure;
- c) Coordinate and maintaining building equipment;
- d) Manage the inventory of assets;
- e) Manage contracts for maintenance services by outside vendors and ensuring compliance with Service Level Agreements (SLAs);
- f) Prepare Annual Operational Plans and budgets for presentation to the management;
- g) Ensure quality standards and procedures are followed;
- h) Implement performance management initiatives in the department;
- i) Ensure safe custody and efficient use of hospital resources; Identify training and development gaps and implement interventions;
- j) Provide administrative support to all departments within the Hospital;
- k) Promote the Hospital Occupational Health and Safety initiatives;
- l) Providing secretariat services to Hospital Committees;
- m) Negotiating and setting performance targets for the staff reporting directly;
- n) Ensuring security & safety of patients and staff;
- o) Participating in policy formulations and implementation;
- p) Ensuring timely payment of bills for common services;
- q) Coordinating common services in the Hospital;
- r) Projection of departmental training needs;
- s) Ensuring timely procurement of the departmental requirements; and
- t) Making requisitions for appropriate office furniture and equipment.

**Qualification & Experience**

- a) Master's degree in either; Health Management, Hospital Administration, Hospital Planning, Public Health, Health Economics and Business Administration or equivalent qualification from a recognized institution;

- b) Bachelor's degree in any of the following Social Sciences: Government, Anthropology, Sociology, Business Administration, Public Administration, Commerce, Health Economics, Health Management, Hospital Administration or equivalent qualification from a recognized institution;
- c) Leadership/Management Course lasting not less than four (4) weeks from a recognized institution
- d) Membership with relevant Professional Body;
- e) Proficiency in computer applications; and
- f) Working experience of minimum period of eight (8) years relevant work with at least three (3) years' experience in a supervisory position.

**28)MANAGER, RISK MANAGEMENT COORDINATION AND QUALITY ASSURANCE,  
REF. NUMBER, KNH/EX/M/RMC&A/10/28, (1 POST)**

**Job purpose**

An officer at this level will be responsible to the Director, Planning and Strategy in the provision risk and quality assurance services.

**Duties & Responsibilities**

- a) Providing expert advice and guidance on risk management and quality assurance issues;
- b) Advise management on the best practise risk management strategies for identification, measurement, analysis and treatment of risk;
- c) Advising and Coordinating the implementation of business risk management initiatives;
- d) Provide a methodology to identify and analyze the financial impact of loss to the organization, employees, the public, and the environment;
- e) Integration information systems into risk and compliance operations;
- f) Facilitating identification and evaluation of risks in liaison with other Departments;
- g) Assist in the review of major contracts, proposed facilities, and/or new program activities for loss;
- h) Directly implement all System wide and institution-specific risk management policies and procedure;
- i) Providing necessary definition, development and deployment of service quality assurance strategy, addressing all phases of product service delivery;
- j) Assuring the viability, functionality and effectiveness of essential quality assurance tools;
- k) Evaluate existing policies and procedures to find weaknesses;
- l) Coordinating the preparation and implementation of the hospital's quality management system through quality assurance Programs;
- m) Coordinating and provide oversight on risk management of the institution;
- n) Coordinating departments to establish standards, systems and procedures for quality
- o) Assurance;

- p) Ensure that risk management framework is implemented in all business units;
- q) Ensure buy-in for ERM across the organization; and
- r) Work with other managers in establishing and maintaining effective risk management programs in their functional areas.

### **Qualification & Experience**

- a) Bachelor's Degree in Social Sciences, Biology and Biological Sciences or relevant field from a recognized University;
- b) Master's Degree in Social Sciences, Biology and Biological Sciences, Public Health or
- c) relevant field from a recognized University;
- d) Certificate in Leadership/Management Course lasting not less than 4 weeks from a recognised institution;
- e) Evidence of proficiency in computer applications;
- f) Certification in Risk Management and Quality Standards; and
- g) A minimum period of eight (8) years relevant work and at least three (3) years' experience in a supervisory capacity

## **29)MANAGER, FINANCE, REF. NUMBER, KNH/EX/M/FIN/10/29 (1 POST)**

### **Job Purpose**

An officer at this level will be responsible to Director, Finance in the provision of accounting services in the hospital.

### **Duties & Responsibilities**

- a) Develop the road map for implementation of Internal controls to minimize financial and operational risk to the hospital;
- b) Coordination of the billing services to ensure timely and accurate bills and related reports;
- c) Evaluate the Credit management system to ensure that it aids in timely recording, collection and reporting of all debts;
- d) Design revenue collection procedures for efficient collection and accounting of hospital revenue;
- e) Design expenditure control procedures that ensure all payments made are dully authorized and are within the provisions of the Public Finance Management Act 2012 and its Regulations 2015;
- f) Provide guidance on financial reporting processes to ensure generation of timely and accurate statutory and non-statutory financial statements;
- g) Coordinate external audits and action plans for audit issues resolution;
- h) Coordinate preparation, implementation, control and monitoring of the hospital budget;
- i) Set up fixed assets management processes to ensure prompt and accurate identification, recording and reporting of all hospital fixed assets;
- j) Coordinate cost accounting management processes and procedures to ensure accurate costing of all hospital services and goods;

- k) Design management reports that should be generated to facilitate prompt management decision making;
- l) Design cash management procedures to ensure all revenue collected and GOK Grants are timely and accurately banked, recorded and reported;
- m) Coordinate tax management processes to ensure the hospital compliance with the provisions of tax laws;
- n) Coordinate Implementation of hospital investment plans and advise on availability of funds & investment opportunities;
- o) Set mechanisms for ensuring that performance targets are achieved;
- p) Direct staff deployed in the Unit on all technical financial matters;
- q) Supervise, train and mentor staff deployed in the Unit;
- r) Implementation of financial regulations, policies, strategies and plans;
- s) Monitoring the billing processes to ensure accuracy and timeliness of billing and related reports;
- t) Reviewing credit management procedures and processes to ensure that all debts are fully recorded, invoices promptly submitted to debtors and debt collected within the stipulated credit period and accurately reported;
- u) Appraising the revenue collection processes and procedures to ensure timely collection, reconciliation, banking and reporting of all hospital revenue;
- v) Reviewing the accounts payable, imprest and accountable documents archiving management procedures to ensure accurate and prompt recording, payment and reporting;
- w) Prioritize the settlement of hospital obligations as they fall due
- x) Maintenance of General Ledger and generation of timely periodic, statutory and non-statutory financial statements;
- y) Managing external financial & special audits and ensure resolution of audit issues
- z) Coordinating and facilitating the preparation and consolidation of the hospital's annual and Medium-Term Expenditure Framework (MTEF) setting out three-year spending plans of the hospital, manage implementation, control and monitoring of the budget;
- aa) Maintenance of a fixed assets register, ensuring that all assets are identified, tagged, recorded and reported in line with International Public sector Accounting Standards;
- bb) Guiding the process of costing of items and services offered in the hospital to ensure that the user fee manual is dully updated;
- cc) Ensuring that management reports are prepared on a timely basis to guide in decision making;
- dd) Maintenance of proper books of accounts for revenue collected and GOK Grants received to facilitate timely recording and reporting;
- ee) Ensuring all cash received in the hospital is promptly banked, recorded, reconciled and reported;
- ff) Timely and accurate cash flow projections are generated to facilitate management decision making;
- gg) Filling all statutory and non-statutory deductions and remittances are timely and accurately done, recorded, filed, paid and reported;
- hh) Ensuring timely and accurate execution, recording and reporting of all hospital investments;
- ii) Setting performance targets for the Unit and staff and conduct staff performance appraisal;

- jj) Prepare periodic financial Board papers.

### **Qualification & Experience**

- a) Master's degree in any of the following: Commerce, Accounting, Tax, Business Administration, Finance, or their equivalent qualification, from a recognized institution;
- b) Bachelor's degree in Commerce (Accounting or Finance option), Business Administration (Accounting or finance option) or its equivalent qualification from a recognized institution;
- c) Leadership/management Course lasting not less than four (4) weeks from recognized institution;
- d) Certified Public Accountants (K) or its equivalent from a recognized institution;
- e) Valid membership certificate by the Institute of Certified Public Accountants of Kenya (ICPAK);
- f) Served for a minimum period of eight (8) years relevant work experience and at least three (3) years' experience in a supervisory capacity.

### **30) SENIOR PRINCIPAL HEALTH INFORMATION OFFICER, REF. NUMBER, KNH/EX/SPHIO/10/30, (1 POST)**

#### **Job Purpose**

An officer at this level will be responsible to the Director, Diagnostic and Health Information in the provision of health information services in the hospital.

#### **Duties & Responsibilities**

- a) Coordinate and review health records and information management policies and guidelines;
- b) Develop specifications for health record supplies to facilitate procurement;
- c) Provide technical and professional guidance on health records and information management;
- d) Participate in planning and budgeting for the health records management;
- e) Coordinating training and development of staff;
- f) Oversee the execution of the approved work plans and budgets in the units;
- g) Maintaining safety and confidentiality of records and information;
- h) Participate in succession planning through coaching and mentorship;
- i) Prepare and submit departmental performance reports;
- j) Developing health data quality audit tools;
- k) Designing health records monitoring and evaluation tools;
- l) Carrying out health records and information systems review;
- m) Designing medical and surgical indices;
- n) Providing advice on disclosure, confidentiality, security and exchange of health records and information;
- o) Development of health records standard operating procedures (sops);

- p) Conduct staff performance appraisal in health records and information management;
- q) Facilitating design and implementation of medical records forms;
- r) Training, supervising, guiding and mentoring of staff and trainees;
- s) Analyzing health data and compilation of reports;
- t) Dissemination of clinical data reports;
- u) Coordinate quality management systems and occupational health safety audits in the units;
- v) Attend various departmental and hospital multidisciplinary committee meetings;
- w) Oversee charging of all Health Information Services;
- x) Prepare departmental budget and procurement plan;
- y) Monitor the implementation of procurement plan in line with set laws; and
- z) Participate in departmental Technical Evaluation Committees.

### **Qualification & Experience**

- a) Master's Degree in any of the following disciplines; Health Records and Information Management, Health Systems Management, Health Informatics, Information Science; Information Technology or equivalent qualification from a recognized institution;
- b) Bachelor's Degree in Health Records and Information Management or equivalent qualification from a recognized institution;
- c) Minimum eight (8) years relevant experience, with not less than three (3) years' experience in a supervisory capacity;
- d) Leadership/Management course lasting not less than four (4) weeks from a recognized institution;
- e) Registration with a relevant professional body;
- f) Proficiency in computer applications.

### **31) SENIOR PRINCIPAL OCCUPATIONAL THERAPIST, REF. NUMBER, KNH/EX/SPOT/10/31, (1 POST)**

#### **Job Purpose**

An officer at this level will be responsible to the Head of Department, Rehabilitative Services in the provision of Occupational Therapy services in the Hospital.

#### **Duties & Responsibilities**

- a) Assist the Head, Rehabilitative Services in the overall administration of the Department;
- b) Participate in formulation of hospital and national health policies;
- c) Ensure compliance to the provision of various Occupational Therapists legislations and regulations that provides for guidance, standards and regulation of occupational therapy practice;
- d) Formulate, interpret and review policies relating to occupational therapy services in conformity with the world occupational therapy standards;
- e) Domesticated and ensure compliance with occupational therapy standards, guidelines and ethics;
- f) Evaluate occupational therapy services to ensure quality clinical outcomes;



- g) Co-ordinate bio-medical research and clinical audit to inform policy;
- h) Plan and budget for occupational therapy services;
- i) Manage facilities, assets and resources of occupational therapy services;
- j) Facilitate regular inspections and quality audits to ensure conformity with Hospital guidelines and regulations;
- k) Participate in Human Resource planning;
- l) Plan and manage capacity development including guiding, training, mentoring & coaching of staff;
- m) Informing and advising the Chief Principal Rehabilitative Services on matters that influence and impact on occupational therapy performance;
- n) Participating in curriculum development and review of training programs in line with occupational therapy council guidelines majoring on emerging hospital need;
- o) Providing technical and professional guidance to team members and management as required;
- p) Overseeing deployment of staff to ensure uninterrupted service delivery as envisaged in the service charter;
- q) Participating in identifying staffing gaps and recruitment process;
- r) Providing technical advice on matters pertaining to Occupational therapy services to the hospital management;
- s) Participating in tender processes including specification, evaluation, inspection & acceptance for occupational therapy assets/equipment;
- t) Participating in multi-disciplinary clinical care committees;
- u) Ensuring prudent management of resources;
- v) Participating in performance management and capacity development;
- w) Participating in drafting of hospital and national policy papers;
- x) Participating in the development and review of the Institution's strategic plan;
- y) Pursuing strategic collaborations and partnerships with local and international organizations with an aim of improving and enhancing standards of service; and
- z) Facilitating development of Occupational therapy programmes with the aim of improving services and optimizing patient experience;

### **Qualification & Experience**

- a) Master's degree in Occupational Therapy or equivalent qualification from a recognized institution;
- b) Bachelor's degree in Occupational Therapy or equivalent qualification from a recognized institution;
- c) Leadership/Management Course lasting not less than four (4) weeks from a recognized institution
- d) Registration certificate from the Kenya Occupational Therapist Association.
- e) Valid practicing certificate from the Kenya Occupational Therapist Association.
- f) Certificate in computer applications.
- g) Previous relevant work experience required of at least eight (8) years of relevant experience with a minimum of three (3) years' experience in a supervisory capacity.

**32) SENIOR PRINCIPAL MEDICAL SOCIAL WORKER, REF. NUMBER, KNH/EX/SPMSW/10/32 (1 POST)**

**Job Purpose**

An officer at this level will be responsible to the Director, Medical Services in the provision of Medical Social Work Services in the Hospital.

**Duties & Responsibilities.**

- a) Oversee Development, implementation and review of Medical Social work policies, guidelines, standards and procedures;
- b) Lead in conducting research and disseminating findings on medical social work and planning to the Hospital and the stakeholders;
- c) Provide leadership and mentorship to Medical social workers in the hospital and interns  
Overs direct Supervision, control, training and development of staff;
- d) Oversee the overall coordination of social work services in the hospital;
- e) Design programs and guidelines to address client's psychosocial problems;
- f) Organize, plan and coordinate training of staff and students deployed in the ;
- g) Plan and budget for social work activities;
- h) Oversee performance management activities;
- i) Create linkages and networking with related agencies and develop partnerships, collaborations and Memorandum of understanding (MOU's) with partnering and potential institutions in liaison with the hospital management;
- j) Liaising with stakeholders in creating awareness of patient's psychosocial needs and soliciting for relevant support;
- k) Assign duties to staff in the unit;;
- l) Implementing Policies on rehabilitation and treatment of patients;
- m) Participate in staff, recruitment and performance management;
- n) Participate in hospital committee meetings as appropriate;
- o) Prepare monthly, quarterly and annual departmental reports;
- p) Participate in development of the Departmental Annual Work plan;
- q) Negotiate and sign personnel performance contract and develop suitable targets;
- r) Convene departmental monthly meetings with staff and ensure implementation of its recommendations;
- s) Assess and make decisions on complicated cases;
- t) Carry out continuous review of documented policies and ensure they are up to date with hospital and national standards;
- u) Develop project proposals and source for funds to support the department functions in meeting the patient's needs.

**Qualification & Experience**

- a) Bachelors' degree in any of the following disciplines; Sociology, Social Work, Psychology, Mental Health, Counselling, Anthropology or its equivalent qualification from a recognized institution;

- b) Master's degree in any of the following disciplines; Social Work, Sociology, Social Psychology, Mental Health, Counselling, Anthropology or its equivalent qualification from a recognized institution;
- c) Minimum eight (8) years relevant experience with at least three (3) years' experience in a supervisory capacity;
- d) Registration with Kenya Medical Social Workers Association;
- e) Certificate in Leadership/Management course lasting not less than four (4) weeks from a recognized institution;
- f) Valid practicing certificate from the professional body; and
- g) Proficiency in computer applications.

### **33)ARCHITECT, REF. NUMBER, KNH/EX/ARC/10/33, (1 POST)**

#### **Job Purpose**

An officer at this level will be responsible to the Chief Manager, Project Management for the provision of architectural services in the Hospital

#### **Duties & Responsibilities**

- a) Preparing and presenting design proposals;
- b) Producing detailed drawings;
- c) Negotiating with contractors and other professionals;
- d) Attending regular meetings with user departments, contractors and other specialists;
- e) Coordinating the work of contractors and consultants on site;
- f) Making site visits to check on progress;
- g) Dealing with problems that might come up during building;
- h) Implementing and reviewing of administrative policies, procedures and strategies;
- i) Ensuring adherence to safe work practices and facility modification in compliance with the relevant legislations;
- j) Coordinating safe custody and efficient use of asset;
- k) Preparation of budgets and procurement plans;
- l) Interpretation of user department/client's design and building requirements;
- m) Preparation of sketch/scheme designs and working drawings;
- n) Conducting surveys on user design needs and incorporation on user reactions.
- o) Synchronizing and coordination of construction needs for the various user departments.
- p) Checking sketch/scheme designs and final documents done by consultants;
- q) Recommendations for approval of sketches/schemes designs done by commissioned consultants.
- r) Making site visits to check on progress;
- s) Recommendations for issuance of site instructions and variation orders;
- t) Attend to project management meetings;
- u) Prepare project reports;
- v) Preparation of valuations, Interim Payment Certificates, Completions Certificates Handing Over Certificates, Certificate of Making Good Defects, and Final Certificates;

- w) Post-contract administration including supervision of projects during construction and during defects liability period;
- x) Carrying out architectural detailing and condition surveying of existing buildings;
- y) Controlling of activities of contractors, sub-contractors and consultants on site; and
- z) Providing cross-functional administrative functions; and
- aa) Participate in tender and evaluation processes.

### **Qualification & Experience**

- a) Bachelor's degree in Architecture or equivalent qualification from a recognized institution;
- b) Registered as a Professional Architect by the Board of Registration of Architects and Quantity Surveyors (BORAQS);
- c) Valid practicing license from Board of Registration of Architects and Quantity Surveyors of Kenya; and

### **34) QUANTITY SURVEYOR, REF. NUMBER KNH/EX/QS/10/34 (1 POST)**

#### **Job Purpose**

An officer at this level will be responsible to the Chief Manager, Project Management for the provision of quantity surveyor services in the Hospital.

#### **Duties & Responsibilities**

- a) Review the draft designs and drawing by the Architect and provide cost estimates;
- b) Preparation of tender and contract documents, including bills of quantities in consultation with the building and engineering consultants;
- c) Participate in tender evaluation before contract award;
- d) Participate in daily, weekly and monthly projects progress meetings to provide guidance/ advise on areas at risk;
- e) Monitor projects while in progress and advise the Project Manager and Management Committee on adherence to quantities and quality of materials and any cost changes anticipated;
- f) Assess completed work and prepare comprehensive reports that include costing to ensure that the Hospital does not over pay against a certificate. This report shall be timeously issued to the Project Manager;.
- g) Participate in negotiations between the Hospital and the Contractor on any arising cost disputes;
- h)
- i) Participate in the handover of projects from the Contractor to the Hospital upon completion;
- j) Participate in the preparation of final accounts; and
- k) Carry out any other duty as may be assigned from time to time.

### **Qualification & Experience**

- a) Bachelor's Degree in Quantity Surveying or equivalent qualification from a recognized University.
- b) Registration with the Board of Registration of Architects and Quantity Surveyors of Kenya.
- c) Valid practicing license from Board of Registration of Architects and Quantity Surveyors of Kenya
- d) In-depth understanding of construction, materials, pricing, and industry standards and practices. Prove of experience in compiling and following strict budgets, strong estimating and financial analysis skills.

**35) SENIOR ASSISTANT REGISTERED CLINICAL OFFICER, (OPHTHALMOLOGY)**  
**REF. NUMBER KNH/EX/RCO/OPH/10/35 (1 POST)**

**Job Purpose**

An officer at this level will be responsible to a Senior Assistant Registered Clinical Officer (Ophthalmology) for effective provision of quality health care services in the Hospital.

**Duties and Responsibilities**

- a) Taking history, examining, diagnosing and treating patients;
- b) Offering specialized clinical services in Anaesthesia;
- c) Guiding and counselling patients/clients and other staff on health issues;
- d) Implementing community health care activities in liaison with other health care workers;
- e) Carrying out minor surgical procedures as per training and skills.
- f) Collecting and compiling clinical data;
- g) Assessing, preparing and presenting medico-legal reports;
- h) Liaising with other health care personnel for efficient delivery of patient care;
- i) Teaching students undertaking training in the field;
- j) Referring patient/ clients to appropriate clinics and specialities.

**Qualifications and Experience**

- a) Higher Diploma in Ophthalmology or its equivalent from a recognized institution;
- b) Diploma in Clinical Medicine & Surgery or its equivalent from a recognized institution;
- c) Certificate of registration by the Clinical Officers Council of Kenya;
- d) Valid practicing licence from the Clinical Officers Council of Kenya;
- e) Evidence in Proficiency in Computer Application.

## **36)CLERK OF WORKS REF. NUMBER KNH/EX/CoW/10/36 (I POST)**

### **Job Purpose**

An officer at these levels will be responsible to Chief Manager, Project Management for the provision of services in the hospital.

### **Duties and Responsibilities**

- a) Liaison between project management team and contractor
- b) Attending site consultants meetings with contractors and consultants
- c) Carry out a thorough study of the drawings and specifications. He or she will check
- d) for errors and discrepancies in the drawings and specifications and report to the
- e) Architect.
- f) Carry out a thoroughly inspection of materials to be used in the works
- g) Carry out a thorough inspection of workmanship
- h) Ensure that proper setting out has been done. Levels in relationship to agreed datum
- i) points are correct etc.
- j) Ensure that Health and Safety regulations are observed on site. e.g. adequate and clean
- k) site toilets, bathrooms, safe & clean drinking water, dust masks for those handling
- l) cement, chutes for dropping down debris from heights, site cleanliness, barrier tapes
- m) to define around excavated areas, warning signs, safety belts for those working at
- n) great heights, Safety gear for workers etc
- o) Witness tests required by the Contract.
- p) To inform the engineer/architect/project manager of non-conforming works.
- q) To inform the engineer/architect/project manager of problems arising and decision
- r) required.
- s) To confirm oral directions to contractor in writing with a copy to Lead Consultant/
- t) Architect
- u) Ensure that the Contractor fully understands the drawings.
- v) Carry out Detailed reporting and recording
- w) To record actual progress against the approved works programme
- x) Issue site instructions concerning the standard of workmanship but not on any
- y) financial implications or those that would modify the design.

### **Qualifications and Experience**

- a) Bachelors degree in building construction, civil/mechanical engineering, architecture or construction management
- b) Proficiency in Computer Operations



**37) THERAPY RADIOGRAPHER III (Diploma) SENIOR ASSISTANT THERAPY RADIOGRAPHER (Degree), REF. NUMBER KNH/EX/TR/10/37 (4 POSTS)**

**Job Purpose**

An officer at these levels will be responsible to the Senior Therapy Radiographer in the provision of therapy radiography services in the Hospital.

**Duties and Responsibilities**

- a) Manage referrals in compliance with the National Hospital Referral Strategy;
- b) Ensure administration of radiation therapy services in the department for continuous and smooth services delivery;
- c) Training, guiding, coaching and mentoring students;
- d) Manage quality assurance programs within the department while ensuring regular quality assurance testing is carried out as required by ionizing radiation regulation;
- e) Assessing, counselling and providing medical radiotherapy Services;
- f) Processing, verifying and maintaining information related to patients;
- g) Safeguarding and providing basic maintenance and safety of radiotherapy equipment in the hospital;
- h) Coordinating procurement and safe storage of departmental supplies of radiographic materials and preparing reports on radiography activities.
- i) Ensuring radiation safety measure to ensure safety of patients, staff and students in compliance with regulatory requirements;
- j) Ensuring good customer service, hospitality and adequately resolve complaints or concerns about radiological services to promote efficient and high standards of specialized clinical care;
- k) Participating in continuous professional education and Development activities within the department;
- l) Requisition and maintaining records of Radiographic and other imaging materials;
- m) Ensure proper explanation of the radiation treatment process to patients to ensure understanding and comfort.
- n) Communicate effectively with patients, addressing concerns and answering questions related to the treatment process.
- o) Be able to position patients accurately for treatment, ensuring proper alignment for radiation delivery.
- p) Be able to design and create custom moulds or immobilization devices tailored to individual patient anatomy, ensuring they remain in the correct position during treatment.
- q) Be able to perform simulation including tumor localization, treatment planning and dosimetry
- r) Be able to perform radiotherapy treatment by superficial to megavoltage external beams and verification
- s) Be able to perform imaging for planning and treatment verification purposes

## **Qualification and Experience**

- a) Higher Diploma or Bachelor's degree in Radiography with a Therapy Pathway or an equivalent qualification from a recognized institution.
- b) Registration with the Society of Radiography in Kenya (SORK)
- c) Practical experience in radiation therapy equipment, treatment/dosimetry planning systems will be an added advantage.

## **Method of Application**

All those Interested in the above positions and meet the minimum requirements are requested to **download** and fill the application form available at KNH Website [www.knh.or.ke](http://www.knh.or.ke). The application form together with a detailed C.V indicating qualifications, experience, current responsibilities, copies of testimonials and certificates must be submitted **on or before 3<sup>rd</sup> December, 2024** to the address below: -

**The Chief Executive Officer  
Kenyatta National Hospital  
P.O Box 20723-00202  
NAIROBI**

“Kenyatta National Hospital is an equal opportunity employer and qualified candidates with disabilities are encouraged to apply”.

### ***NB:***

1. *Kenyatta National Hospital **DOES NOT** charge **ANY FEES** for application*
2. *Only shortlisted candidates will be contacted.*
3. *Successful candidate will be required to submit the document listed below to comply with the requirements of Chapter Six (6) of the Constitution of Kenya,2010: -*
  - A certificate of good conduct from the National Police Service
  - EACC Clearance
  - Credit Reference Bureau Clearance
  - HELB Compliance
  - KRA Tax Compliance

**“ANY FORM OF CANVASSING WILL LEAD TO AUTOMATIC DISQUALIFICATION**

*Members of the public are informed that Kenyatta National Hospital, Human Resource Division will contact the shortlisted applicants and candidates through **Telephone number 0780433080 only.***

**DR. EVANSON N. KAMURI CBS, EBS.**  
**CHIEF EXECUTIVE OFFICER**



**E-DOCTORS**  
For Maldives