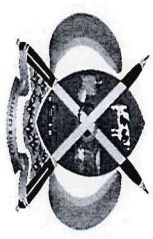




REPUBLIC OF KENYA



**COUNTY GOVERNMENT OF NYAMIRA
COUNTY PUBLIC SERVICE BOARD
P.O BOX 434-40500, NYAMIRA**

ATTENTION

This is to notify the applicants that we have noted some errors in the internal advert for two positions. The position of Assistant Director Pharmaceutical Services /Pharmaceutical Specialist II, the positions declared vacant were three instead of ten. The position of Deputy Director, Pharmaceutical Services/Pharmaceutical Specialist I was omitted.

We have rectified the errors in those two positions as per the attached addendum.

Sorry for any inconvenience caused.

INTERNAL ADVERTISEMENT

1. POSITION: ASSISTANT DIRECTOR, PHARMACEUTICAL SERVICES/ PHARMACEUTICAL SPECIALIST II.

Vacancies - 10

Job Grade: CP SB 05

Requirements:-

For appointment to this grade, an officer must have:

- Served in the grade of Senior Pharmacist (CP SB 06) for a minimum period of three (3) years;
- Bachelor of Pharmacy (B Pharm) degree from an institution recognized by the Pharmacy and Poisons Board;
- Certificate of Registration by the Pharmacy and Poisons Board;
- valid practicing license from Pharmacy and Poisons Board;
- Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- Certificate in computer application skills; and
- shown merit and ability as reflected in work performance and results.



Duties and Responsibilities:-

- Selecting, quantifying, procuring and warehousing of medical supplies;
- monitoring effective storage of specialized medical supplies requiring cold storage;
- making entries into the relevant inventory management records and registers;
- participating in ward rounds to monitor medicine use, interactions and adverse drug reactions;
- carrying out continuing medical education for health workers in general;
- conducting health education on appropriate use of medicines to patients;
- participating in multidisciplinary clinical team activities of patient care;
- reporting adverse drug reactions and poor-quality medicines;
- timely preparation of relevant monthly reports and submission to relevant offices;
- training and mentoring of interns and students attached to the facility;
- keeping safe custody and maintenance of up to date narcotic and psychotropic substances records; running of poison information centers;
- disseminating and providing new drug information to health workers and the general public; and
- and supervising pharmaceutical services at lower level health facilities.

2. POSITION: SENIOR ASSISTANT DIRECTOR, PHARMACEUTICAL SERVICES/ PHARMACEUTICAL SPECIALIST I.

Vacancies - 4

Job Grade: CPSB 04

Requirements:-

For appointment to this grade, an officer must have:

- Served in the grade of Assistant Director of Pharmaceutical services/Pharmaceutical Specialist II (CPSB 05) for a minimum period of three (3) years;
- Bachelor of Pharmacy (B Pharm) degree from an institution recognized by the Pharmacy and Poisons Board;
- Master's degree in any of the following: Pharmaceutical Policy Analysis and Formulation; Pharmacognosy and Complementary Medicine; Toxicology; Clinical Pharmacy; Pharmacovigilance and Pharmaco-epidemiology; medicines Supplies Management; Medicines Regulation; Narcotic and Psychotropic Substances Control; Pharmaceutics; Pharmacology and Therapeutics; Pharmaceutical Analysis; Tropical and Infectious Diseases; Medicinal and Pharmaceutical Chemistry; Industrial Pharmacy; Health Systems Management; Pharmaceutical care; Health Informatics; Health Economics; Epidemiology; Biostatistics; Medical Statistics; Drug Design and Development; Clinical trials; Quality Assurance; Radio



- Pharmacy; Public Health; Microbiology or Molecular Pharmacology from an Institution recognized by the Pharmacy and Poisons Board;
- Certificate of Registration by the Pharmacy and Poisons Board;
- valid practicing license from Pharmacy and Poisons Board;
- Certificate in Strategic Leadership Development Programme lasting not less than four (4) weeks from a recognized institution;
- Certificate in computer application skills from a recognized Institution; and
- Demonstrated professional competence and managerial capability as reflected in work performance and results.

Duties and Responsibilities:-

- Coordinating pharmaceutical services in a health facility;
- Coordinating Medicine and Therapeutics Committee activities in a health facility;
- Developing and reviewing standard operating procedures for all pharmaceutical services in the facility;
- Conducting research on medicine utilization;
- Providing continuous professional development education to pharmacists;
- Evaluating appropriateness of donated medical supplies;
- Maintaining pharmaceutical inventories;
- Participating in facility management committees;
- Providing medicinal information in preparation of patient drug management therapies;
- Coordinating preparation of annual work plans and ensuring they are adhered to; and
- Coordinating capacity building and deployment of staff.

HOW TO APPLY

All applicants should submit their applications accompanied with a copy of National ID card, a detailed CV and copies of all relevant certificates and testimonials! Applications should be submitted at the Nyamira County Public Service Board's Offices located in Nyamira Town, MEA COMPLEX building, on or before Wednesday 14th December 2023, 5:00 p.m.

**Secretary//CEO,
Nyamira County Public Service Board,
P.O. Box 434-40500,
Nyamira.**

