



KENYATTA NATIONAL HOSPITAL

VACANCY

The Hospital Management invites applications from qualified candidates for the following positions.

**1. CHIEF MEDICAL SPECIALIST, JOB GROUP K1
RADIATION ONCOLOGY/CLINICAL ONCOLOGY (1 POST), DERMATOLOGY (1 POST), OPHTHALMOLOGY (1 POST), ORTHOPAEDIC (1 POST), PAEDIATRIC (1 POST), LABORATORY MEDICINE (1 POST)**

Job Purpose

The Chief Medical Specialist will be responsible to the Deputy Director, Diagnostic Services & Health Information/Medical/Surgical Services through the Head of Department and shall be responsible and accountable for patients under his/her care.

Duties and Responsibilities

- Establishing effective teams to deliver quality clinical outcomes and ensure good working relationships with other specialists.
- Promoting efficient and high standards of specialized clinical care to patients.
- Providing clinical direction and consultation to all levels of medical and professional staff.
- Performing complicated clinical procedures in the area of specialization.
- Participating in the planning and management of health care programmes and projects in the Hospital.
- Participating in the assessment of patients as may be required by the Hospital Management.
- Participating in clinical research, health planning and policy.
- Teaching, training, coaching and mentoring Clinicians and students.
- Participating in preparation of annual budgets for the department.
- Participating in quality Assurance / OSHE initiatives in the Department.
- Ensuring compliance with the set standard operating procedures.
- Facilitating regular inspections and quality audits to ensure conformity with national guidelines and regulations.
- Protecting patients and support staff by adhering to Infection Control Protocols.
- Participating in the preparation of the expenditure estimates / PC negotiations for the department.
- Effective supervision and development of staff.
- Any other duties that may be assigned from time to time.

Qualifications and Experience

- Masters Degree in Medicine (MMed) in the respective area of specialization from the University of Nairobi or any other recognized University.
- Sub-specialization in the respective specialty.
- Proven experience of not less than three (3) years at the level of senior Medical Specialist.
- Specialist Recognition and retention Certificate from the Medical Practitioners and Dentist Board of Kenya.
- Evidence of research and at least three (3) professional publications in reputable local or international journals on particular scientific findings/practices in the relevant field.
- Proven ability to lead change management.
- Demonstrated understanding of financial management and experience in managing budgets.
- Demonstrated skills in strategic and planning of specialized clinical services.
- Professional indemnity cover.

2. MEDICAL SPECIALIST II, JOB GROUP K4: ORTHOPAEDIC (1 POST), MEDICINE (1 POST), GENERAL SURGERY (2 POSTS), DERMATOLOGY (1 POST)

Job purpose

The Medical Specialist II will be responsible to the Chief Medical Specialist/Head of Department and will be expected to take full responsibility for patients under his/her care.

Duties and Responsibilities

- Performing clinical procedures and making decisions on patients' management in the area of specialization.
- Conducting regular Ward Rounds.
- Responding to consultations from other clinical specialties.
- Conducting specialist out-patient clinics.
- Participating in assessment of patients as may be required by the Hospital Management.
- Participating in research, teaching and supervising the performance of both medical and non-medical staff as well as post-graduate students.
- Participating in preparation of annual budgets for the department.
- Participating in Administrative activities of the department.
- Participating in delivery of hospital strategic plan and performance contract.

Qualifications and Experience

- Masters Degree in Medicine (Mmed) or Surgery from the University of Nairobi or any other recognized University.
- At least one sub-specialization or interest in the respective specialty.
- Proven experience of not less than one (1) year at the level of Medical Specialist.
- Specialist Recognition and retention Certificate from the Medical Practitioners and Dentist Board of Kenya.
- Evidence of research and at least two (2) professional publications in reputable local or international journals on particular scientific findings/practices in the relevant field.

3. MEDICAL SPECIALIST II (NUCLEAR MEDICINE), JOB GROUP K4 (1 POST)

Job purpose

The Medical Specialist II, Nuclear Medicine will be responsible to the Chief Medical Specialist/Head of Department and will be expected to take full responsibility for patients under his/her care.

Duties and Responsibilities

- Performing clinical procedures and making decisions on patients' management in the area of specialization.
- Conducting regular Ward Rounds.
- Responding to consultations from other clinical specialties.
- Conducting specialist out-patient clinics.
- Participating in assessment of patients as may be required by the Hospital Management.
- Participating in research, teaching and supervising the performance of both medical and non-medical staff as well as post-graduate students.
- Participating in preparation of annual budgets for the department.
- Participating in Administrative activities of the department.
- Participating in delivery of hospital strategic plan and performance contract.
- Formulation of sustainable Supply Chain schedules of Radiopharmaceuticals.

Qualifications and Experience

- Masters Degree in Medicine (Mmed) in Nuclear Medicine or equivalent from a recognized University.
- Proven experience of not less than one (1) year at the level of Medical Specialist II.
- Specialist Recognition and retention Certificate from the Medical Practitioners and Dentist Board of Kenya.

Applicants on training for Nuclear Medicine (either fourth or fifth year) may be considered and absorbed at a lower level (Senior Medical Officer III, Job Group K5) for mentorship. Upon completion of studies, the officer would be promoted to the position of a Medical Specialist II (Nuclear Medicine), Job Group K4.

4. MEDICAL SPECIALIST II, RADIATION ONCOLOGY, JOB GROUP K4 (1 POST)

Job purpose

The Medical Specialist II, Radiation Oncology will be responsible to the Chief Medical Specialist/Head of Department and will be expected to take full responsibility for patients under his/her care.

Duties and Responsibilities

- Performing clinical procedures and making decisions on patients' management in the area of specialization.
- Conducting regular Ward Rounds.
- Responding to consultations from other clinical specialties.
- Conducting specialist out-patient clinics.
- Participating in assessment of patients as may be required by the Hospital Management.
- Participating in research, teaching and supervising the performance of both medical and non-medical staff as well as post-graduate students.
- Participating in preparation of annual budgets for the department.
- Participating in Administrative activities of the department.
- Participating in delivery of hospital strategic plan and performance contract.

Qualifications and Experience

- Masters Degree in Medicine (Mmed) in Nuclear Medicine or equivalent from a recognized University.
- Proven experience of not less than one (1) year at the level of Medical Specialist.
- Specialist Recognition and retention Certificate from the Medical Practitioners and Dentist Board of Kenya.
- Evidence of research and at least two (2) professional publications in reputable local or international journals on particular scientific findings/practices in the relevant field.

5. MEDICAL SPECIALIST II (GASTROENTOLOGY), JOB GROUP K4 (1 POST)

Job purpose

The Medical Specialist II will be responsible to the Chief Medical Specialist/Head of Department and will be expected to take full responsibility for patients under his/her care.

Duties and Responsibilities

- Performing clinical procedures and making decisions on patients' management in the area of specialization.
- Conducting regular Ward Rounds.
- Responding to consultations from other clinical specialties.
- Conducting specialist out-patient clinics.
- Participating in assessment of patients as may be required by the Hospital Management.
- Participating in research, teaching and supervising the performance of both medical and non-medical staff as well as post-graduate students.
- Participating in preparation of annual budgets for the department.
- Participating in Administrative activities of the department.
- Participating in delivery of hospital strategic plan and performance contract.

Qualifications and Experience

- Masters Degree in Medicine (Mmed) from the University of Nairobi or any other recognized University.
- At least one sub-specialization or interest in Gastroenterology.
- Retention Certificate from the Medical Practitioners and Dentist Board of Kenya.

Applicants on training for Gastroenterology (either fourth or fifth year) may be considered and absorbed at a lower level (Senior Medical Officer III, Job Group K5) for mentorship. Upon completion of studies, the officer would be promoted to the position of a Medical Specialist II (Gastroenterology), Job Group K4.

6. DEPUTY QUALITY ASSURANCE MANAGER, JOB GROUP K5 (1 POST)

Job Purpose

Reporting to the Quality Assurance Manager, the Deputy Quality Assurance Manager will be responsible for the implementation of quality assurance programmes and ensuring that quality systems are maintained in accordance with the ISO 9001:2015 Standards.

Duties and Responsibilities

- Planning and organizing programmes to ensure delivery of quality services in the Hospital.
- Participating in preparation of annual budget for the department and ensuring proper utilization of allocated funds.
- Preparing reports on quality related matters and activities in the Hospital.
- Participating in quality assurance research activities.

- Assisting in the development, implementation plus verification effectiveness of quality systems affecting all aspects of Hospital operations.
- Reviewing & analyzing data, in order to recognize trends as well as opportunities for improvement/corrective action, by using process capability other statistical or quality tools.
- Effective supervision, training and development of staff.

Qualifications and Experience

- Masters Degree in any following: Public Health; Health management; Nursing; Environmental Sciences or their equivalent.
- Proven experience of at least three (3) years in a managerial position in a large organization, preferably quality management.
- At least two (2) years experience as lead Auditor of quality/environmental management systems.
- Degree or post graduate qualification in Quality management will be an added advantage.
- A certificate in ISO 9001:2015 Lead Auditors course will be an added advantage.
- Proficiency in Computer and statistical analysis packages.

7. SENIOR MEDICAL PHYSICIST, JOB GROUP K5 (1 POST)

Job Purpose

The Senior Medical Physicist will be reporting to the Chief Medical Physicist and will be responsible and accountable for the delivery of Medical Physics services in the Hospital.

Duties and Responsibilities

- Developing equipment specifications for radiation therapy treatment, Nuclear Medicine and diagnostic imaging.
- Developing procedures for the initial and continuing evaluation of radiation therapy treatment, nuclear medicine and diagnostic imaging equipment.
- Providing evidence of compliance of equipment for radiation therapy treatment, Nuclear Medicine and Diagnostic imaging with regulatory and accreditation agency rules and recommendations.
- Performing acceptance testing, evaluation and commissioning of equipment used for radiation therapy treatment, Nuclear Medicine and Diagnostic imaging.
- Approving radiation oncology technical procedures prior to clinical use.
- Developing and managing a comprehensive Quality Management Program that monitors, evaluates, and optimizes radiation oncology processes.
- Directing the Radiation Oncology Physics program to include the technical direction of staff responsible for treatment planning, machine maintenance and repair and other physics support staff.

- Providing radiation oncology physics and radiation dosimetry training for medical practitioners and other health-care providers.
- Providing institutional consultation on program development in radiation oncology.
- Measuring and characterizing medical radiation from radiopharmaceuticals prior to clinical utilization.
- Consultancy work in building industry especially radiological premises.
- Participating in the development and implementation of strategic plans for Medical Physics.
- Ensuring compliance with statutory standards.
- Performing administrative duties.

Qualifications and Experience

- Masters degree in Medical Physics from a recognized institution.
- Bachelors of Science Degree in Physics or its equivalent from a recognized institution.
- Five (5) years' experience in Medical Physics of which two (2) must have been served in the position of Medical Physicist I, Job group K6.
- Registration with the Radiation Protection Board.

8. DENTAL OFFICER II (KPCC), JOB GROUP K6 (2 POSTS)

Job Purpose

The Dental Officer I will be responsible to the Senior Dental Officer for the contribution to patient satisfaction through provision of accessible, specialized quality Oral Health care services.

Duties and Responsibilities

- Provide quality Oral Health care services.
- Carry out and implement research projects in collaboration with Dental Specialists.
- Ensure efficient and effective management of resources.
- Provide formal and informal training to other health personnel.

Qualifications and Experience

- Bachelors of Dentistry from a recognised institution.
- Current retention certificate from the medical Practitioners and Dentists Board.
- At least one (1) year post registration work experience in an NHIF accredited health facility.
- Certificate in computer operations from a recognized institution.

9. QUALITY ASSURANCE COORDINATOR, JOB GROUP K7 (3 POSTS)

Job Purpose

Reporting to the Senior Quality Assurance Coordinator, the Quality Assurance Coordinator will be responsible for the implementation of quality assurance programmes and ensuring that quality systems are maintained in accordance with the ISO 9001:2015 Standards.

Duties and Responsibilities

- Coordinating quality systems in the assigned departments.
- Educating departmental quality assurance committee members.
- Supervising departmental quality assurance facilitators in quality systems activities.
- Facilitating in training of personnel on quality systems
- Participating in quality systems audits.
- Participating in research in the departments.

Qualifications and Experience

- Bachelor's degree in any of the following: Research Methods; Health Management or Quality Management.
- At least three (3) years' experience as lead Auditor of quality/environmental management systems.
- A certificate in ISO 9001:2015 Lead Auditors course will be an added advantage.
- Certificate in computer operations from a recognized institution.
- Prove of being a member of a Quality Management System Committee in a Hospital Set up would be an added advantage.

10. PUBLIC HEALTH OFFICER I, JOB GROUP K8 (1 POST)

Job Purpose

The Public Health Officer I, will be responsible to the Senior Public Health Officer for implementation of sanitation and hygiene standards in the Hospital.

Duties and Responsibilities

- Inspection for preventive maintenance in the Hospital, hospital sanitation, healthcare and waste management.
- Implementing sanitation and hygiene standards in the Hospital.
- Mobilising, sensitizing and advising Hospital peripheral communities on matters related to environmental health.
- Identifying environmental health issues.
- Implementing vector, vermin and rodent control measures.

- Implementing integrated mosquito control strategies.
- Participating in research, teaching and supervising the performance of both medical and non-medical staff as well as students.
- Participating in preparation of annual budgets for the department.
- Participating in Administrative activities of the department.
- Participating in delivery of hospital strategic plan and performance contract.
- Supervision of staff under him/her

Qualifications and Experience

- Bachelors degree in either Environmental Health Science or Public Health Inspection from a recognized institution.
- At least three (3) years progressive work experience in a large institution.
- A valid Public Health Officers and Technicians Registration Council Certificate.
- Certificate of proficiency in computer applications from a recognized institution.

11. REGISTERED CLINICAL OFFICER II (ENT, AUDIOLOGY), JOB GROUP K9 (1 POST)

Job Purpose

The Registered Clinical Officer II, ENT (Audiology) will be responsible to the Senior Registered Clinical Officer for the management of clinical services in the Hospital.

Duties and Responsibilities

- Planning, examining and conducting primary health care activities.
- Diagnosing and treating patient's ailment in the outpatients/clinics.
- Undertaking clinical work in the respective areas of deployment.
- Teaching students attached to the hospital.
- Supervising and counselling staff engaged on routine patients' care.
- Giving support and health education to patients.

Qualification and Experience

- A Diploma in Clinical Medicine from a recognized institution.
- Must have a Diploma in Audiology from a recognized institution.
- At least three (3) years relevant experience in a health facility.
- Be in possession of Kenya Certificate of Secondary Education (KSCE), mean grade C, with at least C in Biology, English or Kiswahili and a C- in any other two science subjects.
- Registration with Kenya Clinical Officers Association/ clinical council of Kenya.
- Must have a valid practicing licence.
- Certificate of proficiency in computer operations from a recognized institution.

12. PHYSIOTHERAPIST III - JOB GROUP K10 (1 POST)

Job Purpose

The Physiotherapist III will be responsible to the Senior Physiotherapist for ensuring patient treatment satisfaction through delivery of efficient and effective physiotherapy services.

Duties and Responsibilities

- Assessing, formulating and implementing patients treatment plan
- Carrying out clients functional assessments and formulating intervention measures.
- Maintaining record and data relating to patients
- Providing health education to patients and care givers.
- Collecting data for operational research.
- Protecting patients and support staff by adhering to infection control protocols.
- Sensitizing the community on existing and emerging physiotherapy issues.
- Implementing and monitoring outpatient and inpatient physiotherapy programmes.
- Ensuring compliance with the set standards operating procedures
- Preparing periodic reports.

Qualifications and Experience

- Diploma in Physiotherapy from a recognized institution.
- At least two (2) years progressive work experience in an NHIF accredited health facility
- Registration by the Kenya Society of Physiotherapists
- Evidence of at least attendance of accredited continuous professional medical education will be an added advantage
- Certificate in computer operations from a recognized institution.

13. ORTHOPAEDIC TECHNOLOGIST III, JOB GROUP K10 (1 POST)

Job Purpose

The Orthopaedic Technologist III will be responsible to the Senior Orthopaedic Technologist for the efficient and effective delivery of orthopaedic services.

Duties and Responsibilities

- Offering support services in the Orthopaedic Department.
- Ensuring proper utilization of materials, supplies and equipment.
- Participating in assessing, measuring, making and fitting of orthopaedic appliances.
- Maintaining proper record relating to patients.
- Ordering and maintaining records of supplies.
- Providing health education to patients.

Qualifications and Experience

- Diploma in Orthopaedic Technology from a recognized institution.

- At least three (3) years work experience in a large organization, preferably a health-related organization or public service.
- Registration with a professional body.
- Certificate in computer operations from a recognized institution.

14. OCCUPATIONAL THERAPIST III, JOB GROUP K10 (1 POST)

Job Purpose

The Occupational Therapist III will be responsible to the Senior Occupational Therapist for contribution to patient satisfaction through delivery of efficient and effective Occupational Therapy services.

Duties and Responsibilities

- Assessing, formulating and implementing patient's treatment plan.
- Carrying out Clients functional assessments and formulating intervention measures.
- Providing health education to patients and care givers.
- Maintaining record and data relating to patients.
- Collecting data for operational research.
- Protecting patients and support staff by adhering to Infection Control Protocols.
- Sensitizing the Community on existing and emerging occupational therapy issues.
- Implementing and monitoring outpatient and inpatient Occupational Therapy programmes.
- Supporting quality Assurance/OSHE initiatives in the Department.
- Ensuring compliance with the set standard operating procedures.
- Preparing periodic reports.

Qualifications and Experience

- Diploma in Occupational Therapy from a recognized institution.
- Registration by the Kenya Occupational Therapists Association.
- At least three (3) years work experience in an NHIF accredited health facility.
- Certificate in computer operations from a recognized institution.

15. PUBLIC HEALTH OFFICER III, JOB GROUP K10 (1 POST)

Job Purpose

The Public Health Officer III, will be responsible to the Senior Public Health Officer for implementation of sanitation and hygiene standards in the Hospital.

Duties and Responsibilities

- Inspection for preventive maintenance in the Hospital, hospital sanitation, healthcare and waste management.

- Implementing sanitation and hygiene standards in the Hospital.
- Mobilising, sensitizing and advising Hospital peripheral communities on matters related to environmental health.
- Identifying environmental health issues.
- Implementing vector, vermin and rodent control measures.
- Implementing integrated mosquito control strategies.

Qualifications and Experience

- Diploma in either Environmental Health Science or Public Health Inspection from a recognized institution.
- At least two (2) years progressive work experience in a large institution.
- A valid Public Health Officers and Technicians Registration Council Certificate.
- Certificate of proficiency in computer applications from a recognized institution.

16. HEAD, MARKETING & COMMUNICATION DEPARTMENT, JOB GROUP K3 (1 POST)

Job Purpose

Reporting to the Chief Executive Officer, the Head, Communication & Marketing Department will be responsible for planning, designing, coordinating and implementing marketing, public relations, corporate social responsibility programs and public communication activities in the Hospital.

Duties and Responsibilities

- Overall Head of Corporate Affairs function that includes public relations, public communications, corporate social responsibility and marketing.
- Developing work plans and budgets for the Department.
- Overseeing the execution of the approved departmental work plans and budgets.
- Overseeing performance management in the department.
- Preparing and submitting all monthly, quarterly and annual reports for the department.
- Preparing a draft board management papers for approval.
- Identifying training needs for the departmental staff.
- Participating in the development and review of the institution's strategic plan
- Providing guidance on budgetary allocations to be in line with strategic plan and performance contracts.
- Scaling up utilization of information and communication technology.
- Overseeing corporate communication and marketing
- Spear heading culture change

Qualification and Experience

- Master's degree in any of the following: Mass Communications; International Relations; Communication studies; Information Sciences; Public Relations; Journalism; Marketing or any other approved qualification from a recognized institution.
- Working experience of at least three (3) years at the level of Corporate Affairs and Communication Manager in a large organization.
- Certificate in Strategic Leadership Development Programme from a recognized institution or its equivalent.
- Evidence of at least one (1) month training in general management.
- Registration with the Public Relations Society of Kenya (PRSK).
- Demonstrated a high degree of professional competencies and managerial capability as well as broad experience in marketing and communication programs.

The position is on a three (3) year contract renewable once subject to satisfactory performance.

17. DEPUTY INFORMATION COMMUNICATION TECHNOLOGY MANAGER, JOB GROUP K4 (1 POST)

Reporting to the Information Communication Technology (ICT) Manager, the Deputy ICT Manager will be responsible for the provision of technical support of the ICT infrastructure, Communications and Business Systems including architectural design, functionality and security.

Duties and Responsibilities

- Designing, implementing and maintaining the Hospital's ICT infrastructure.
- Designing and implementing capabilities to ensure information system security.
- Developing, implementing and managing computerized information system.
- Formulating and implementing ICT policies, procures and plans.
- Managing third party service providers of ICT services to ensure that the Hospital gets value for money.
- Managing ICT related projects through the complete project lifecycle from project initiation to project closure, including project review, undertaking proactive monitoring of costs, timescales and resources throughout.
- Identifying ICT needs of the Hospital staff and clients.
- Providing ICT services to transform the Hospital into an automated work environment that supports efficient and effective service delivery.
- Providing appropriate information and guidance on emerging trends and best practices in ICT to enable Hospital optimize usage of technology.

- Providing support for users of Hospital's ICT services.
- Conducting and coordinating user training on various systems eg. HMIS, ERP etc.
- Ensuring the ICT strategies, procedures and plans are complete, current and accurate.
- Organizing regular testing of disaster recovery plans and document outcomes.
- Documenting and implementing appropriate processes to manage and report on all ICT infrastructure and systems changes.

Qualifications and Experience

- Master's degree in any of the following: Information Sciences, Information Systems, Information Technology, Computer Science or any other ICT related discipline from a recognized institution.
- Bachelor's degree in Information Sciences, Information Systems, Information Technology, Computer Science or any other ICT related discipline from a recognized institution.
- Working experience of at least three (3) years at the grade of Principle Information Communication Technology Officer in a large organization.
- Attended a Strategic Leadership Development Programme lasting not less than four (4) weeks from a recognized Institution.
- Certification in CISA, ITIL and Project Management eg. PRINCE2.
- Membership to a relevant professional body.

18. RE-ADVERTISEMENT: CHIEF HUMAN RESOURCE OFFICER I (EMPLOYEE SERVICES), JOB GROUP K5 (2 POSTS)

Job purpose

Reporting to the Deputy Human Resource Manager (Employee Services), the successful candidate will be expected to participate in the planning, coordination, organization and general Human Resource management services in the hospital.

Duties and Responsibilities

- Analysing the staffing levels and making proposals for succession planning
- Handling all Discipline cases, Resignation, Retirement, Leave and Allowances.
- Preparing agenda for the Staff Disciplinary and Advisory Committee (SDAC).
- Ensuring correct interpretation and implementation of human resource regulations relating to pensions, salary administration, labour laws and other statutes relating to human resource management.
- Developing, implementing and maintaining human resources and promote awareness on regulatory compliance.
- Participating in preparation of annual budgets for the department.

- Evaluating internal processes and providing solutions that will ensure services to employees are timely and transparent.
- Supporting quality Assurance / OSHE initiatives in the Department
- Producing reports on key metrics, including remuneration and benefits, absenteeism and turnover.
- Providing supervision, guidance, mentorship and coaching to help staff realise their full potential.
- Providing technical advice to HR business partners in the hospital.

Qualifications and Experience

- Master's Degree in Human Resource Management, Business Administration (Human Resource Management option), Labour Relations Management or its equivalent from a recognised university.
- Post graduate Diploma in Human Resource management from a recognised institution or CPS(K).
- Senior Management course lasting at least one (1) month.
- Working experience of at least three (3) years at the level of Chief Human Resource Officer I or its equivalent in a large organization.
- Must be conversant with human resource management information system.
- Must be a member of the Human Resource professional body (IHRM).

19. SENIOR HUMAN RESOURCE OFFICER, JOB GROUP K7 (2 POSTS)

Job Purpose

The Senior Human Resource Officer will be responsible to the Chief Human Resource Officer for the Human Resource functions.

Duties and Responsibilities

- Planning and coordinating recruitment, appointments, promotions, performance management, staff training and development.
- Implementing regulations, procedures and policies on Human Resource Management.
- Participating in the preparation of the Human Resource budget.
- Ensuring the review and updating of staff records and statistics.
- Handling industrial relations matters.
- Ensuring proper administration of staff salaries and welfare.
- Assisting in the evaluation of the effectiveness of the Hospital's staff development programmes.

Qualifications and Experience

- A degree in Human Resource Management or its equivalent from a recognized university.
- Post-graduate Diploma in Human Resource Management.
- At least three (3) years experience in the grade of Human Resource Officer I or a comparable position in a large organization.
- Registration with IHRM.
- Possession of a Masters degree in Human Resource Management will be an added advantage.

20. SENIOR INFORMATION COMMUNICATION TECHNOLOGY OFFICER (DATABASE ADMINISTRATOR), JOB GROUP K7 (1 POST)

Job purpose

Reporting to the Chief ICT Officer, the Senior ICT Officer (Database Administrator (DBA) will be responsible for the performance, integrity and security of the Hospital databases.

Duties and responsibilities

- Establishing the needs of users and monitoring user access and security.
- Creating and maintaining all databases required for development, testing, training and production usage.
- Designing databases for maximal performance, scalability, flexibility and reliability.
- Performing the capacity planning required to create and maintain the databases.
- Performing ongoing tuning of the database instances.
- Planning and implementing backup and recovery of the databases.
- Controlling migrations of programs, database changes, reference data changes and menu changes through the development life cycle.
- Implementing and enforcing security for all the databases.
- Performing database re-organization as required to assist performance and ensure maximum uptime of the database.
- Putting standards in place to ensure that all application design and code is produced with proper integrity, security and performance.
- Performing reviews on the design and code frequently to ensure the site standards are being adhered to.
- Providing technical support to application development teams.
- Enforcing and maintaining database constraints to ensure integrity of the database.
- Administering all database objects, including tables, clusters, indexes, views, sequences, packages and procedures.
- Assisting with impact analysis of any changes made to the database objects.

- Troubleshooting problems regarding the databases, applications and development tools.
- Creating new database users as required.
- Managing sharing of resources amongst applications.
- Undertaking any other duties as may be reasonably required and which are consistent with the level of responsibility of this job role.

Qualifications and Experience

- Degree in Computer Science or its equivalent from a recognized institution.
- Minimum of six (6) years relevant experience(database management) in a demanding environment.
- Good knowledge of database security management.
- Solid knowledge of both database and system performance tuning.
- Ability to handle multiple projects and deadlines.
- Good understanding of at least one of Linux or UNIX operating systems.
- Full DBA certification required: Oracle DBA, MCDBA, or equivalent.

21. SENIOR INFORMATION COMMUNICATION TECHNOLOGY OFFICER (APPLICATION DEVELOPER/PROGRAMMING EXPERT), JOB GROUP K7 (1 POST)

Job Purpose

Reporting to the Chief ICT Officer, the Senior ICT Officer (Application Developer) is responsible for delivering high quality, maintainable and robust software solutions that fit end user requirements.

Duties and Responsibilities

- Designing and implementing applications/solutions based on given requirements, documenting the designs and providing time estimates to meet business requirements.
- Translating design requirements into reliable and user-friendly solutions using appropriate technologies, languages and tools.
- Modifying existing or creating new application programs to address business requirements
- Developing, optimizing and normalizing database structures to ensure optimal database performance of application systems.
- Developing interfaces for user data capture and generation of reports as required by users.
- Producing automated Unit/Integration tests during development and support System/UAT testing in conjunction with interested parties.

- Integrating applications both internally developed as well as outsourced systems to ensure seamless exchange of data across multiple application systems and databases.
- Troubleshooting technical issues in software applications and identify modifications needed in existing applications to meet changing user requirements.
- Giving technical and business support to customers, helpdesk, Data Centre and other ICT personnel in order to meet business and operational needs.
- Preparing and testing sample datasets to ensure that output from new or modified systems work as intended.
- Conducting user acceptance testing to ensure the program can be used easily and functions as intended.
- Writing detailed documentation for the operation of the program by users and computer operators.
- Undertaking any other duties as may be reasonably required and which are consistent with the level of responsibility of this job role.

Qualification and Experience

- Degree in Computer Science or its equivalent from a recognized institution.
- Minimum of Six (6) years hands-on experience in systems development.
- Must have a working knowledge of relational databases, web and client-server concepts.
- Fluent in at least two programming languages/tools.
- Demonstrated NET development experience.
- Fast learner (capable of picking up new technologies and end user requirements quickly and efficiently).
- Knowledge of Object Orientated (OO) principles and OO Design experience.
- Understanding of basic computer hardware (as required by a programmer using a high level language; e.g. can conceptualize/describe CPUs, Memory, Hard drives, Networks e.t.c).
- Experience and technology competence in using .Net with Visual Studio, ADO.net, HTTP, HTML, Javascript, ORACLE, MSSQL, SVN, ASP, C#. (Evidence provided by previous industry experience or relevant certifications).
- Previous implementation and design experience (medium to large scale sized systems).
- Good communication oral/team relationship skills (required to work as part of a multi discipline delivery team, must be able to comfortably handle differences in opinion and explain technical concepts to nontechnical staff).
- Strong analytical and problem solving skills.

**22. SENIOR INFORMATION COMMUNICATION TECHNOLOGY OFFICER
(NETWORK AND INFRASTRUCTURE ADMINISTRATOR), JOB GROUP K7
(1 POST)**

Job Purpose

Reporting to Chief ICT Officer, the Senior ICT Officer (Network and Infrastructure Administrator) will be responsible for Analysis, design, installation, configuration, maintenance and repair of the network infrastructure and application components.

Duties and Responsibilities

- Designing, setting up and configuring complex switching environments and complex wireless networks that support secured access and the ability to support voice and video applications.
- Configuring and setting up Cisco Firewalls, VPN Concentrators and Security appliances for access to vital mission critical applications
- Maintaining network security through proper configuration of VPN and Firewalls.
- Setting up and maintaining the LAN and its associated components (switches, structured cabling, power provisioning etc).
- Assisting in the designing of multi-server environments including IP address schemes, DNS, WINS.
- Providing technical assistance and support to internal staff, vendors, and partner agencies.
- Maintaining both the wired & wireless network inclusive of performance, security, throughput and upgrades.
- Implementing network upgrades by developing, testing, evaluating, and installing enhancements.
- Creating and maintaining comprehensive documentation for all implemented networks.
- Implementing effective maintenance of all hardware inclusive of enterprise hardware such as servers, storage, switches, routers, and UPS's.
- Troubleshooting of network hardware and software applications, IP Phones and security systems to resolve operational issues and restore services.
- Ensuring all work and changes to infrastructure components are performed in such a way as to minimize disruptions to existing ICT services.
- Assisting in keeping track of the Hospital's infrastructure assets and ensuring that the infrastructure and data is kept secure at all times.
- Ensuring technology is used, managed and supported in accordance with the Hospital's standards, policies and procedures.
- Undertaking any other duties as may be reasonably required and which are consistent with the level of responsibility of this job role.

Qualifications and Experience

- Bachelor's degree in ICT, Computer Science and Electrical Engineering or related field from a recognized institution.
- Networking certification (Mandatory) e.g. CCNA, CCNP, CCVP or VOIP Certification.
- Knowledge of VOIP implementation and support.
- Knowledge and understanding of Operating System fundamentals especially UNIX, Linux and Oracle Solaris.
- A supervisory Course lasting not less than 2 weeks from a recognized institution.
- Relevant experience of not less than 6 years (in network design and management, working with Routers, switches, firewalls, and IDS/IPS).
- Strong background in TCP/IP networking software and hardware including routers, switches and firewalls.
- Knowledge of computer network security systems, procedures, techniques and application.

23. MEDICAL ENGINEERING TECHNOLOGIST I, JOB GROUP K8 (1 POST)

Job Purpose

Medical Engineering Technologist I will be responsible to the Senior Medical Engineering Technologist for delivery of efficient and effective quality care, use of medical equipment and service

Duties and Responsibilities

- Implementing medical engineering programmes and projects.
- Providing user support
- Undertaking preventive maintenance and repairs of medical/hospital equipment, plants, furniture and instruments.
- Installing medical equipment and furniture of medium technology
- Providing specifications for spare parts and consumables
- Maintaining inventory of medical/hospital equipment, furniture and plants
- Updating and maintaining information on medical engineering services for input into the integrated health information management system
- Sensitizing users on use and maintenance of medical equipment.
- Advising on technical aspects relating to biomedical equipment.
- Preparing reports on operations of the Unit.
- Implementing policy and quality assurance standards

Qualifications and Experience

- Bachelors degree in Medical Engineering from a recognized institution.
- Proven experience of at least three (3) years at the level of Medical Engineering Technologist II or equivalent position in a large organization.
- Evidence of practical experience in spare parts procurement procedures.
- Certificate in computer operations from a recognized institution.
- Registration with a professional body.

Method of Application

Those interested in applying for the declared vacancies and meet the job specifications are required to **apply online** and **MUST** submit a hard copy of the **Hospital application form** available in the website with copies of certificates and testimonials **on or before 26th June 2018** 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”.

Please visit our website www.knh.or.ke for full profile of all the advertised positions and the Hospital application form and also the **link to apply online**.

NB: *Only shortlisted candidates will be contacted and must present the following documents during the interview:-*

- ***A certificate of good conduct from the National Police Service***
- ***EACC Clearance***
- ***Credit Reference Bureau Clearance***
- ***HELB Compliance***
- ***KRA Tax Compliance***