



## OFFICE OF THE REGISTRAR (ADMINISTRATION AND HUMAN CAPITAL)

Ref: LU/ADMIN/R (ADMIN)/132/EA/111

DATE: 5<sup>TH</sup> JUNE, 2024

### DECLARATION OF VACANCIES FOR THE POSITION OF NURSING OFFICER, ON LOCUM

Laikipia University was granted Charter by His Excellency Hon. Mwai Kibaki, C.G.H, the president and Commander - in - Chief of the Defence Forces of the Republic of Kenya, on 19<sup>th</sup> February, 2013. The Main Campus is located 50 km from Nakuru City on Nakuru - Nyahururu road.

In pursuit of its mission and the core mandate, the University wishes to invite applications from suitably qualified candidates to fill the following two (2) vacancies for the position of Nursing Officer, on locum basis to provide preventive and curative services, offer guidance, counseling and health education to clients in order to improve health services for minimizing health complications.

<b>JOB TITLE</b>	<b>NURSING OFFICER, ON LOCUM</b>
<b>NO. OF VACANCIES</b>	<b>TWO (2) VACANT POSITIONS</b>
<b>REF: NO.</b>	LU/AD/07/06/EA/NO - LOCUM/2024
<b>SALARY</b>	Consolidated Salary of Kes. 43,193.00/=
<b>TERMS OF SERVICE</b>	Successful candidate for the position shall be appointed on Locum Terms for a period of three (3) months and may be eligible for re-appointment for a further term upon satisfactory performance.

#### **Key Duties and Responsibilities:**

The successful Nursing Officer on locum, will be expected to;

- a). Ensure patient needs are met; treatment, safety, nutrition and overall nursing care.
- b). Maintain proper continuity of care at take-over, bed-side handover of reports, and at referral point, ensuring that their communication is clear at all times.
- c). Ensure that all equipment are in good working condition and in case of malfunction report immediately to the supervisor
- d). Maintain availability of minimum stock of commodities and supplies to ensure optimal provision of services in the department
- e). Coordinate with other sections in the provision of care such as the laboratory, Laundry, Pharmacy, Records and Clinical
- f). Provide support and health education to patients and relatives
- g). Ensure aseptic technique and infection prevention is adhered to at the facility – disinfection and sterilization of medical equipment, medical and general waste management.
- h). Perform any other duties as maybe assigned from time to time by the supervisor.

**Vision :** *A University for Valued Transformation of Society*

**Mission:** *To serve students and society through research, education, scholarship, training, innovation, outreach and consultancy*



Laikipia University is ISO 9001:2015 and ISO/IEC 27001:2013 Certified



### Persons Specifications

For appointment to this post, a candidate must;

- a). Be holders of a diploma or degree in Nursing from a recognized Institution.
- b). Be registered with the National Nursing Council of Kenya (NNCK)
- c). Have a valid practicing license from National Nursing Council of Kenya (NNCK).
- d). Have a working experience of at least 2 years.
- e). Be computer literate.

### Competence required:

- a). Excellent clinical accuracy
- b). Excellent customer service skills
- c). Effective communication skills- listening, oral and written
- d). Good interpersonal skills and team player
- e). Empathetic to patients of all ages
- f). Ability to work under pressure with minimum supervision

### MODE OF APPLICATION

Interested candidates must:-

1. Submit Two (2) hard copies of the letter of application; Academic Certificates, testimonials, ID/Passport and updated Curriculum Vitae to include full details of academic and professional qualifications, experience, valid/updated practicing license, and membership to professional bodies (where applicable).
2. **MUST** submit a soft copy {one (1) running PDF file} of application specified in one (1) above, to [radmin@laikipia.ac.ke](mailto:radmin@laikipia.ac.ke).
3. Contacts of at least three (3) referees with recommendations, under sealed envelopes (To be submitted to the undersigned before the deadline of the advert).
4. Attachment of the NCPWD Certificate (where applicable).
5. Fulfilment of the requirements of Chapter 6 of the Constitution of Kenya 2010

**Applications must be submitted in a sealed envelope clearly marked:**  
*"Application for the Position of Nursing Officer on Locum at Laikipia University,  
Medical Department LU/AD/07/06/EA/NO - LOCUM/2024"* and delivered to:

**The Registrar Administration and Human Capital  
Laikipia University  
P. O. BOX 1100 - 20300  
NYAHURURU, KENYA**

So as to be received not later than **Tuesday 18<sup>th</sup> June, 2024**.

#### NOTE:

1. Only shortlisted candidates will be contacted.
2. Laikipia University is an Equal Employment Opportunity employer and therefore, qualified applicants of either gender, marginalized group or persons living with disability (PWDs) are encouraged to apply.
3. The University does not charge any fee for the recruitment and selection process.