



Job Description: Community Oral Health Officer (1)

Reports to: Medical Director

Summary: The position is responsible for providing dental treatment and hygiene to prevent dental decay by examining, treating, cleaning patients' teeth and providing education to patients on how to care effectively for their teeth and gums, and the effects of diet on oral health.

Qualifications

- Diploma in Community Oral Health
- 2 years of experience as a COHO in a health facility preferably in a rural setting.
- Good communication and presentation skills.
- With Practicing License (Where applicable)
- Strong leadership and analytical skills.
- Mature, friendly, confident and caring in nature

Position Responsibilities

- Develop and carry out dental health education to community and MFK partners.
- Carry out surveys within the community to help determine oral health status and needs and report to the Management and other relevant bodies for action.

Position: Optometrist (1)

Reports to: Medical Director

Duties/ Responsibilities

- Conduct accurate refraction, Visual Acuity/ Intra- ocular pressures, and IPD measurement for patients using observation, instruments and pharmaceuticals agents.
- When patients come with their own glasses, confirm their prescriptions and recommend corrections if required.
- Analyse test results and assist in developing a treatment plan for patients.
- Perform markings for progressive and bifocal lenses.

- File and sign pre-authorization insurance forms.
- Handle customer's questions and concerns in regard to refraction.
- Record test outcomes accurately in the patient's files.
- Clean testing instruments and machines in readiness for use in patients.
- Ensure proper storage of testing instruments.
- Take part in company projects and carry out any other tasks that may be assigned to you by your Line manager and/ or any other person placed in authority over you.
- Safe handling of equipment/instruments and timely reporting of the breakages.
- Participate in the training of the optometrist trainees and ophthalmic assistants.

Qualification / Requirements:

- Diploma in Optometry from a recognized institution
- At least two (2) years' work experience
- Excellent communication and leadership skills.
- Ability to plan, multi-task and manage time effectively.
- Strong report writing and record keeping ability.
- Good computer and database skills.

Interested candidates on any of the positions should submit their applications, enclosing a detailed CV, copies of academic testimonials and names of three referees and day time telephone contacts to: -

The Administration Officer,
Matibabu Foundation,
P.O. Box 230 – 40607,
Ukwala, Kenya.

OR

E-mail to info@matibabukenya.org so as to reach us not later than 3rd April 2023.