

UNIVERSITY OF NAIROBI

INTERNAL ADVERTISEMENTS

ASSOCIATE PROFESSOR, DEPARTMENT OF PHILOSOPHY AND RELIGIOUS STUDIES - AC/8/197/19 (1 POST) (R&T)

Applicants must be holders of a Ph.D. degree in Religious Studies from a recognized university. They must have at least eight (8) years teaching experience at both undergraduate and postgraduate degree level, three (3) of which must be at Senior Lecturer level. They must have supervised a minimum of five postgraduate students to completion, at least two (2) at doctoral level and three (3) Masters Level. Applicants must have a minimum of forty eight (48) equivalent publication points as Senior Lecturer, of which at least thirty two (32) should be from refereed scholarly journals. They must also have attracted research or development funds as a Senior Lecturer. The successful candidates will be expected to provide academic leadership, teach at both undergraduate and postgraduate levels, organize and guide research programs, and undertake further research in their areas of specialization. They will also be expected to participate in Departmental, Faculty, College and University activities.

ASSOCIATE PROFESSOR, DEPARTMENT OF PSYCHOLOGY - AC/8/198/19 (2 POSTS) (R&T)

Applicants must be holders of a Ph.D. or equivalent degree in Psychology, Counseling, Education or relevant field from a recognized university and registered with a relevant professional body. They must have at least eight (8) years teaching experience at both undergraduate and postgraduate degree level, three (3) of which must be at Senior Lecturer level. They must have supervised a minimum of five postgraduate students to completion, at least two (2) at doctoral level and three (3) Masters Level. Applicants must have a minimum of forty eight (48) equivalent publication points as Senior Lecturer, of which at least thirty two (32) should be from refereed scholarly journals. They must also have attracted research or development funds as a Senior Lecturer or equivalent level. The successful candidates will be expected to provide academic leadership, teach at both undergraduate and postgraduate levels, supervise postgraduate students, initiate and conduct research in their areas of specialization and mentor junior academic members of staff in the Department. They will also be expected to participate in Departmental, Faculty, College and University activities.

ASSOCIATE PROFESSOR, DEPARTMENT OF METEOROLOGY - AC/8/199/19 (1 POST) (R&T)

Applicants should be holders of an earned PhD degree in Meteorology from accredited University specializing in any of the following disciplines; agricultural meteorology, micrometeorology, physical meteorology, climate change science, dynamic meteorology and numerical modelling of atmospheric processes, renewable energy, remote sensing and satellite meteorology or related field. They must have a minimum of eight (8) years teaching experience both at undergraduate and postgraduate level: three (3) years must be at Senior Lecturer level. They must have a wide experience in conceptualizing and leading research as well as in postgraduate students' supervision. The applicant must have supervised at least two (2) PhD students and three (3) Masters Students to completion. Applicants must have a minimum of forty eight (48) publication points as a Senior Lecturer or equivalent, of which at least thirty two (32) should be from refereed scholarly journals. They must have attracted research or development funds as a Senior Lecturer and must be registered with the relevant professional body (where applicable).

The successful candidate is expected to teach and examine both at undergraduate and post graduate students, supervise postgraduate research, contribute measurably to the Department's research, consultancy and outreach agenda. In addition, they would be expected to spearhead research programmes, initiate research and development projects for funding and effectively manage the said projects and provide leadership in the fields of teaching and research. They will also be expected to participate in the Departmental, School, College and University activities.

SENIOR LECTURER, DEPARTMENT OF ELECTRICAL AND INFORMATION ENGINEERING – AC/8/200/19 (1 POST) (R&T)

Applicants must have a PhD or equivalent in Electrical and Electronic Engineering or an equivalent qualification. They should have minimum five (5) years' teaching experience both at undergraduate and postgraduate levels or six (6) years research/industry experience. They must have supervised at least three (3) post-graduate students to completion. In addition they should have a minimum of thirty two (32) publications points as a Lecturer or equivalent, of which at least twenty four (24) should be from refereed scholarly journals. They will also be expected to undertake research in their areas of specialization.

They should be registered or registerable with the Engineers Registration Board of Kenya. The successful candidate will be expected to teach both undergraduate and postgraduate students in one of the following areas:-

1. Telecommunications and Signal Processing
2. Microwaves, Antennas and Optics
3. Electronics
4. Electrical Power Systems
5. Electrical Machines
6. Control Systems.

SENIOR LECTURER, DEPARTMENT OF PHARMACEUTICAL CHEMISTRY – AC/8/201/19 (2 POSTS) (R&T)

Applicants must have PhD or MD or sub-specialty training/Fellowship in the relevant field from a recognized and accredited university; and registered with the relevant professional body. They must have at least 3 years experience in teaching at both undergraduate and postgraduate levels or 6 years research/industry experience. They should have supervised at least 3 postgraduate students to completion. They must have experience in research as evidenced by publications in refereed journals. In addition, they should have at least 32 publication points of which 24 should be from refereed scholarly journals. The successful candidate will be expected to teach both postgraduate and undergraduate degree levels and to undertake research in their areas of specialization.

ASSISTANT REGISTRAR, OFFICE OF THE DEPUTY VICE-CHANCELLOR (HRA) – AC/8/202/19 (1 POST) (R&T)

Applicants should be holders of at least a Masters degree in public administration or human resource management or its equivalent; CPS(K) or relevant professional qualification; 6 years administrative experience, 3 of which must have been as a Senior Administrative Assistant Grade EF. They must be computer literate and members of a recognized professional administration or management body. The successful candidate will be deployed in the Faculty of Veterinary Medicine.

SENIOR TECHNOLOGIST GRADE 11, DEPARTMENT OF MEDICAL PHYSIOLOGY – AC/8/203/19 (1 POST) (CHS)

Applicants should be holders of a Higher Diploma in Medical Laboratory Sciences or Applied Biology; or a Bachelor of Science degree in Medical Physiology, Animal Physiology or Zoology from a recognized university. They must have three (3) years experience as a Senior Technologist Grade DEF in Medical Physiology.

SENIOR TECHNOLOGIST GRADE DEF, DEAN'S OFFICE, SCHOOL OF PHYSICAL SCIENCES – AD/8/204/19 (1 POST) (CBPS)

Applicants should be holders of at least a Bachelors degree in Information Technology with at least 3 years relevant experience at Grade ABC OR Higher National Diploma in Information Technology with at least 5 years relevant experience at Grade ABC in a busy computer laboratory.

Applicants will be expected to have good communication and interpersonal skills, websites and database management skills and must be conversant with the management of computer laboratories. Knowledge in statistical packages will be an added advantage.

The successful candidate will be expected to maintain students examination records in the SMIS, manage computer laboratories, update the School's website and also liaise with relevant offices to facilitate purchase of ICT related supplies and equipment.

SENIOR TECHNOLOGIST GRADE DEF, DEPARTMENT OF EDUCATIONAL COMMUNICATION AND TECHNOLOGY – AD/8/205/19 (1 POST) (CEES)

Applicants should have at least C in KCSE Certificate or equivalent qualification. In addition applicants should have Bachelors degree and 3 years experience in Grade ABC or Higher Diploma in Electrical, Telecommunication or Media Studies and 5 years experience in Grade ABC. Candidates should have experience in the operation and maintenance of electronic equipment.

The successful candidate who must be computer literate will be expected to operate and demonstrate to students a wide range of audio/visual equipment and also keep inventory of the equipment. Candidate with experience in data analysis will have an added advantage. In addition the applicants must have experience in microteaching and covering teaching practice.

ADMINISTRATIVE ASSISTANT GRADE CD, PRINCIPAL'S OFFICE, COLLEGE OF HUMANITIES AND SOCIAL SCIENCES – AD/8/206/19 (1 POST) (CHSS)

Applicants must be holders of a Bachelors degree (at least 2nd Class Honors, Lower Division) from a recognized university. They must be computer literate. The successful candidate will be expected to service University committees in addition to other administrative duties.

ASSISTANT SENIOR SECRETARY GRADE C, DEPARTMENT OF EDUCATIONAL ADMINISTRATION AND PLANNING – AD/8/207/19 (1 POST) (CEES)

Applicants must have at least KCSE C or KCE Div. III or an equivalent qualification with a credit in English Language. In addition, they must have the following secretarial qualifications:

Business English III
Commerce II
Secretarial Duties II
Office Management III
Shorthand III (minimum 120 wpm) or Audio-Typewriting III
Typewriting 50 wpm

They should have certificates in and be able to use Word Processing, Spreadsheets, Data Base Management packages and knowledge of Anti-virus Tools. They should have 3 years experience as Secretary Grade B or a comparable position of responsibility for this grade.

TECHNOLOGIST GRADE ABC, DEPARTMENT OF EDUCATIONAL COMMUNICATION AND TECHNOLOGY – AD/8/208/19 (1 POST) (CEES)

Applicants should have at least KCSE Grade C or KCE Division II or equivalent with credits in the relevant subjects. They should have ordinary Diploma or equivalent qualification in Electronics or Telecommunication Engineering or Media Studies. They should have a minimum of 3 years experience as Trainee Technologist Grade IV or equivalent in the operation and maintenance of electronic equipment.

The successful candidate will be expected to operate and demonstrate to the students a wide range of audio/visual equipment. Those who are computer literate will have an added advantage.

OFFICE ASSISTANT GRADE A, PRINCIPAL'S OFFICE, COLLEGE OF EDUCATION AND EXTERNAL STUDIES – AD/8/209/19 (1 POST) (CEES)

Applicants should be holders of at least a KCSE C or equivalent with credits in English and Mathematics or equivalent and a Certificate in Record Keeping or Office Management, KATC final or ACNC or its equivalent and three (3) years of service as Senior Messenger Grade IV.

RECORDS CLERK GRADE IV, DEPARTMENT OF EDUCATIONAL FOUNDATIONS - AD/8/210/19 (1 POST) (CEES)

Applicants must have KCSE C or equivalent with credits in English and Mathematics or equivalent. They should have three (3) years experience as Clerk Grade III and must have shown merit and ability in work performance and results.

NOTES

1. Applicants for academic posts (AC) should forward ten (10) copies of their application letters accompanied by similar number of certified copies of certificates and CV giving details of their qualifications, experience, research activities and publications they appear in. *All applicants for teaching positions are required to complete and submit together with their application documents, a hard copy of the CUE interactive application form available in the respective Departments/ College Website.*
2. Applicants for non-academic posts (AD) should submit seven (7) of their application letters accompanied by similar number of certified copies of certificates and CV giving details of their qualifications and experience.
3. In both cases, applications and related documents should be forwarded through the applicants' heads of departments. In addition, applicants should state their current designations and salaries and other benefits attached to those designations. They should quote post reference codes as shown for each posts in the advertisement.
4. Applications should be addressed as per the codes below:-

R&T	The Deputy Registrar, Recruitment & Training Section, P.O Box 30197-00100 Nairobi
CBPS	The Principal, College of Biological & Physical Sciences, Box 30197-00100, Nairobi.
CEES	The Principal, College of Education & External Studies, Box 30197-00100, Nairobi.
CHSS	The Principal, College of Humanities & Social Sciences, Box 30197-00100, Nairobi.
CHS	The Principal, College of Health Sciences, Box 30197-00100, Nairobi.

CLOSING DATE: FRIDAY, AUGUST 16, 2019.

THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER. ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.