



# KAIMOSI FRIENDS UNIVERSITY

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Website [www.kafu.ac.ke](http://www.kafu.ac.ke)

P.O. Box, 385

Kaimosi – 50309

Kenya

Office of the Deputy Vice-Chancellor (Administration, Finance, Planning & Development)

## EXTERNAL VACANCIES FOR DRIVERS

In pursuit of its mission and mandate, the University wishes to invite applications from qualified candidates to fill the following vacant positions:

### A. DIVISION OF ADMINISTRATION, FINANCE, PLANNING AND DEVELOPMENT

| No. | Position         | Department | Grade | No. of Post(s) | Reference Number      |
|-----|------------------|------------|-------|----------------|-----------------------|
| 1   | Senior Driver II | Transport  | 6     | 1              | KAFU/302/Trans/1/4/25 |
| 2.  | Driver I         | Transport  | 4     | 1              | KAFU/302/Trans/2/4/25 |
| 3.  | Driver II        | Transport  | 3     | 2              | KAFU/302/Trans/2/4/25 |

The requirements for appointment for the positions are as provided hereunder and are in line with University Statutes and Scheme of Service (career guidelines) as approved by Council.

#### 1. Senior Driver II -Grade 6

The applicant to this position shall:

- Possess a mean Grade of D- in KCSE.
- Have A valid driving license with nine (9) years experience, three (3) of which should be in grade 5.
- Have Suitability Test I for drivers.
- Have Occupational trade test II for drivers.
- Have Defensive driving certificate.
- Possess First Aid Certificate.
- Possess Certificate of Good Conduct



Kaimosi Friends University (KAFU) is ISO 9001:2015 certified

## 2. Driver I -Grade 4

The applicant to this position shall have:

- i. A mean Grade of D- in KCSE.
- ii. A valid driving license with three (3) years experience in grade 3.
- iii. Suitability Test I for drivers.
- iv. Occupational trade test II for drivers.
- v. Defensive driving certificate
- vi. First Aid Certificate.
- vii. Certificate of Good Conduct.

## Driver II/ Mechanic II -Grade 3

The applicant to this position shall:

- i. Possess a mean Grade of D- in KCSE.
- ii. Have A valid driving license.
- iii. Have Suitability Test I for drivers.
- iv. Have Occupational trade test III for drivers.
- v. Have Defensive driving certificate.
- vi. Possess Aid Certificate.
- vii. Certificate of Good Conduct

### APPLICATION PROCEDURES:

Interested applicants should sent the Electronic scanned Copy of their application documents in PDF format( as one running document to the following Email Address: [exterpost3@kafu.ac.ke](mailto:exterpost3@kafu.ac.ke) so as to reach on or before **Friday, 3<sup>RD</sup> October 2025 by 5.00 pm**



**Applications should be addressed to ;**

Deputy Vice Chancellor (Administration, Finance, Planning & Development)

P O Box 385 - 50309

Kaimosi

Kenya

Applicants are advised to indicate the position applied for and the Advertisement Number subject.

Applications documents should include, detailed Curriculum Vitae, Copies of relevant Academic certificates, professional certificates, testimonials, national identity card and other supportive documents.

#### **Terms and Condition of Service**

Successful candidates will serve on six (6) Months contract renewable based on performance.

#### **Please note that;**

- Only shortlisted candidates will be contacted.
- Applicants with degrees from Foreign Universities **MUST** attach letter(s) of recognition from the Commission of University Education (CUE).
- Women, Youths, Marginalized & Persons Living with Disabilities are encouraged to apply.
- **No physical application will be accepted.**
- Any canvassing will lead to automatic disqualification.
- More information can be found at [www.kafu.ac.ke](http://www.kafu.ac.ke)
- Kaimosi Friends University is an equal opportunity employer.

