



KAIMOSI FRIENDS UNIVERSITY (KAFU)

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P.O. Box, 385– 50309
Kaimosi - Kenya

Date: 14th October, 2022

Office of the Chair of Council

INTERNAL ADVERT

In pursuit of its mission and mandate, the University wishes to invite applications for the position of **Associate Professor Grade 14 (Information Technology), Finance Officer Grade 15 and Deputy Registrar (Administration) Grade 14**

Associate Professor (Information Technology) Grade 14 - No. of Position - 1

- a) PhD or equivalent degree qualification in the relevant field from an accredited and recognized university;
- b) Have at least three (3) years teaching experience at the university level as a Senior Lecturer;
- c) A minimum of forty-eight (48) publication points as a Senior Lecturer or equivalent; thirty-two (32) of them should be from refereed scholarly journals;
- d) Supervised to completion a minimum of four (4) postgraduate students, including at least one (1) doctoral student, as a Senior Lecturer;
- e) Attracted research or development funds as a Senior Lecturer;
- f) Registered with the relevant professional body (where applicable).

Deputy Registrar (Administration) Grade 14 - No. of Position - 1

- a) PhD in Management/Social Science related fields.
- b) Have at least three (3) years' experience as Senior Assistant Registrar Grade 13 or comparable position.
- c) Relevant professional qualifications.
- d) Computer literacy.

- e) Membership to relevant professional body where applicable.

OR

- a) Master's degree in Business / Social Sciences or related field.
- b) Have at least five (5) years' experience as Senior Assistant Registrar Grade 13 or comparable position.
- c) Relevant professional qualifications
- d) Computer literacy
- e) Membership to relevant professional body where applicable

Finance Officer Grade 15 No. of Position - 1

- a) PhD in accounting/finance or relevant field.
- b) CPA (K) or equivalent.
- c) Have at least three (3) years' experience as Deputy Finance Officer Grade 14 or comparable position.
- d) Computer literacy
- e) ICPAK Membership or its equivalent in good standing

OR

- a) Master's Degree (Accounting/Finance) or equivalent.
- b) CPA (K) OR equivalent.
- c) Have at least five (5) years' experience at Grade 14 OR any other relevant comparable position.
- d) Computer literacy
- e) ICPAK Membership or its equivalent in good standing.

Terms of Service

This positions are on Permanent and Pensionable terms

How to Apply

Interested applicants are required to submit One (1) Hard copy and a running PDF Softcopy of the application letter, Curriculum Vitae, Academic Certificates and testimonials addressed to:

Ag. Vice Chancellor/Secretary of Council
Kaimosi Friends University
P.O BOX 385-50309
KAIMOSI.
councilsecretary@kafu.ac.ke

So as to reach the above office not later than Thursday, 27th October, 2022 by 5.00 pm.
Any canvassing will lead to automatic disqualification.

Interested applicants are expected to submit copies of clearance from the following bodies:

- a) Kenya Revenue Authority;
- b) Higher Education Loans Board;
- c) Ethics and Anti-Corruption Commission;
- d) Directorate of Criminal Investigation (certificate of good conduct). and
- e) A registered Credit Reference Bureau

N/B: Only shortlisted applicants will be contacted.

Kaimosi Friends University is an equal opportunity employer and therefore applicants of either gender or persons with disability are encouraged to apply.