



UNIVERSITY OF EMBU

P.O. BOX 6-60100, EMBU, KENYA

Website: www.embuni.ac.ke

JOB VACANCIES

The University of Embu (UoEm) is seeking to recruit suitably qualified and experienced individuals to fill the following positions:

TEACHING POSITIONS:

TVET TRAINERS - GRADE 7 Ref: (UoEm/TVETI/12/2024)

Positions of trainers in the following areas:

- i. Information Communication Technology
- ii. Banking and Finance/Accountancy
- iii. Tourism Management/Catering and Accommodation Management/Food and Beverage Management
- iv. Business Management/Human Resource Management
- v. Social Work and Community Development/Counselling
- vi. Agriculture

Applicants must be holders of at least KCSE C (plain) aggregate and a Bachelor's Degree or Higher National Diploma in relevant areas of specialization from a recognized institution. In addition, they must:

- i. Have at least one (1) year of teaching experience in a technical college as a trainer;
- ii. Be registered by Technical and Vocational Education and Training Authority (TVETA) as a Trainer;
- iii. Have knowledge of KNEC examination procedures;
- iv. Have undergone training by TVET Curriculum Development, Assessment and Certification Council (TVET CDACC)
- v. Have working knowledge of relevant computer applications.

Terms of engagement

The trainers will be engaged on one-year contract terms, renewable subject to satisfactory performance.

How to apply:

1. Visit the University of Embu website; www.embuni.ac.ke, select the *Job Application Portal* and fill in your details as guided; and
2. Submit one (1) **hard copy** application package (**with job reference number clearly marked on the envelope**) with the following;
 - i. Application letter
 - ii. Detailed curriculum vitae signed on all pages. The CV must include details of three (3) referees well known to you.
 - iii. Copies of **certified** academic and professional certificates
 - iv. A copy of the National ID card
 - v. A copy of the current pay slip (if any)
 - vi. Other relevant testimonials

Note: Applicants who do not submit one (1) hard copy of the application package will not be considered.

Other Requirements

Applicants should notify the three (3) referees to send their recommendation letters directly to the undersigned in a sealed envelope or in soft via vc@embuni.ac.ke before the deadline.

The Application Package (hard and soft copy) should reach the undersigned not later than 5.00 pm on 3rd January, 2025.

The Vice-Chancellor,
University of Embu,
P.O. Box 6-60100, Embu,
Kenya.

Note:

- i. Only qualified and shortlisted applicants will be contacted;
- ii. Persons with disability are encouraged to apply; and
- iii. University of Embu does not levy any fees for job application

University of Embu is an equal opportunity employer.