



UNIVERSITY OF EMBU

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

Website: www.embuni.ac.ke

ADVERTISEMENT FOR INTERNSHIP VACANCIES (REF: UoEm/IP/10/2026)

The University of Embu provides an excellent learning environment for young graduates wishing to gain the much needed experience in a job-based setting under the direct supervision of qualified professionals through the internship programme.

In this regard, the University wishes to announce vacancies in its internship programme for the year 2026/2027 in the following areas:

1. General Administration
2. ICT
3. Science, Agricultural and Civil Engineering Laboratories
4. Public Relations/Communication
5. Project Management
6. Estates and Maintenance
7. Food Production

Applications are, therefore, invited from recent Bachelor's degree or Diploma holders from universities or tertiary institutions for internship programme. In addition, the applicants should;

- i. Be prepared to obtain personal accident insurance cover once offered the opportunity; and
- ii. Have working knowledge of computer applications.

How to apply:

1. Open the University of Embu website; www.embuni.ac.ke, choose 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**) with names of three (3) referees who are well known to the applicant.
 - iii. Copies of **certified** academic and professional certificates
 - iv. A copy of the National ID card
 - v. A copy of the current payslip (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 before the deadline.

The Application Package should reach the undersigned not later than **5.00 pm on Friday, 30th October, 2026.**

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 internship application

University of Embu is an equal opportunity employer