



**OFFICE OF THE REGISTRAR
(ADMINISTRATION AND HUMAN CAPITAL)**

Ref: LU/ADMIN/R (ADMIN)/132/EA/96

14th JUNE, 2022

EXTERNAL ADVERTISEMENT FOR JOB VACANCIES

Laikipia University is a Public Chartered University located 11 kms from Nyahururu Town along Nyahururu -Nakuru Road and 50 kms from Nakuru along Nakuru –Nyahururu road.

Laikipia University’s vision is to be a University for valued transformation of society. The mission is to serve students and society through research, education, scholarship, training, outreach and consultancy. To effectively fulfill its mandate, the University has two vacancies.

Job Title:	Maintenance Officer III Grade AD 7
Ref No	LU/MO/6/2022
Salary Scale	Kshs. 38,873- Kshs. 54,423 per month
Terms of Service	Three (3) year contract renewable subject to satisfactory performance
Key Responsibilities	
<ol style="list-style-type: none"> 1. Read and interpret drawings for works. 2. Carry out costing and quantity of works and equipment. 3. Supervise, maintain works and equipment. 4. Co-ordinate artisans work as assigned. 5. Co-ordinate work schedules. 6. Carry out supervision of construction work on capital projects within the university. 7. Advise the University on technical matters in relation to construction projects. 8. Ensure delivery of quality services and workmanship by contractors and consultants. 9. Verify and certify the work done by contractors and consultants. 10. Any other duty that may be assigned by the immediate supervisor. 	
Academic/Qualifications	
For appointment to this post, a candidate must; <ol style="list-style-type: none"> i. Have a Diploma in relevant field or its equivalent from a recognized institution ii. Have exemplary work performance iii. Have at least three (3) year experience. 	

Job Title: Radio Broadcaster (One Position)	
Ref No	LU/EA/RB/6/2022
Salary Scale	Kshs. 29,464 – Kshs. 38,776 per month
Terms of Service	One (1) year contract renewable subject to satisfactory performance
Key Responsibilities	
<ol style="list-style-type: none"> 1. Production of radio programs 2. Airing of radio programs 3. Radio presenter 4. Dee-jaying 5. Hosting guests during shows 6. Edition of programs 7. Sports commentary 8. Analyzing news papers 9. Marketing 10. Managing students during practicals at least 3 days a week 11. Any other duty assigned in relation to the position above. 	
Qualifications	
<p>For appointment to this post, a candidate must have;</p> <ol style="list-style-type: none"> i. Minimum of a diploma in Mass Communication and Journalism from a recognized institution ii. At least five (5) year experience in a credible radio station 	

Mode of Application:

Successful candidate will be required to satisfy the requirements of chapter 6 of the constitution of Kenya 2010 by providing the following;

- Certificate of good conduct from the Directorate of Criminal Investigation
- Tax compliance certificate from KRA
- Clearance certificate from Higher Education Loans Board.
- Clearance certificate from CRB
- Self-declaration clearance certificate from Ethics and Anti-Corruption Commission.

How to apply;

Applicants must submit ten (10) copies of applications giving details of age, education and professional qualifications, detailed work experience, present post and salary, applicants' telephone number and email address, and enclose certified copies of certificates and testimonials and give names and addresses of three (3) referees who are knowledgeable about the applicants



competence and area of specialization. Applicants should request their referees to write directly to the undersigned. The name and reference number of the position for which the application is made should be clearly marked on the envelope and addressed to:-

The Deputy Vice-Chancellor (AF&P)
Laikipia University,
P.O. Box 1100-20300
NYAHURURU – KENYA

So as to reach the office not later than 30th June, 2022

N.B. A soft copy of the application letter and C.V. **only and No other attachment** should be sent by email to radmin@laikipia.ac.ke

Laikipia University is an equal opportunity employer. Women, minority group and persons living with disabilities are encouraged to apply.

Only shortlisted candidates will be contacted.

