

LAIKIPIA

P.O. Box 1100-20300,
NYAHURURU,
KENYA



UNIVERSITY

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OFFICE OF THE REGISTRAR (ADMINISTRATION AND HUMAN CAPITAL)

Ref: LU/ADMIN/R (ADMIN)/132/EA/ 98

4th January, 2023

EXTERNAL ADVERTISEMENT FOR JOB VACANCY

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 with a mission to serve students and society through research, education, scholarship, training, outreach and consultancy. To effectively fulfill this core mandate, applications are invited from suitably qualified candidates to fill the following vacant positions:

Job Title:	Plumber II Grade AD 3 – One Post
Ref No	LU/AD/1/1/2023
Salary Scale	Kes. 23,070 - Kes. 31,144 per month
Terms of Service	One year contract Renewable subject to satisfactory performance
Key Duties and Responsibilities	
<ul style="list-style-type: none"> • Doing minor and major repair of plumbing in the University. • Attending to new and old building for plumbing installation of pipe fitting in the University. • Attending to Minor and major repairs of sewer pipes in the university. • Attending to major and minor repair of the sewer line, waste drainage and waste water pipes. • Any Other duties assigned by immediate supervisor. • Appointment to this post will be subject to the availability of a vacancy in the establishment. 	
Qualifications	
For appointment to this post, a candidate must;	
<ol style="list-style-type: none"> Government Trade Test III Exemplary work performance One (1) year experience in Plumbing. 	
Job Title:	Electrician II Grade AD 3 - One Post
Ref No	LU/AD/2/1/2023
Salary Scale	Kes. 23,070 - Kes. 31,144 per month
Terms of Service	One year contract Renewable subject to satisfactory performance
Key Duties and Responsibilities	
<ul style="list-style-type: none"> • Installation of wiring in new buildings. • Repair and service of all types of electrical machines. • Inspect all Distribution Boxes for safety purposes. • Maintenance of electricity supply to University buildings/facilities. • Any other duties as may be assigned by the immediate supervisor. 	
Qualifications	
For appointment to this post, a candidate must;	
<ol style="list-style-type: none"> Craft Certificate or Government Trade Test II Exemplary work performance with three (3) year experience as electrician III 	

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Laikipia University is ISO 9001:2015 and ISO/IEC 27001:2013 Certified



Job Title:	Herdsmen/Milker III Grade AD 3 – Two Posts
Ref No	LU/AD/3/1/2023
Salary Scale	Kes. 23,070 - Kes. 31,144 per month
Terms of Service	One year contract Renewable subject to satisfactory performance
Key Duties and Responsibilities	
<ul style="list-style-type: none"> • Ensure proper and complete milking of the dairy cows. • Operate milking machines. • Ensure milking parlor must be kept clean and up to the standards required by the dairy inspector. • Identify sick animals during milking. 	
Qualifications	
For appointment to this post, a candidate must;	
<ol style="list-style-type: none"> At least KCPE At least three (3) year experience in a similar position 	
Job Title:	Cook and Baker I Grade AD 4 – One Post
Ref No	LU/AD/4/1/2023
Salary Scale	Kes. 25,633 – Kes. 34,605 per month
Terms of Service	One year contract Renewable subject to satisfactory performance
Key Duties and Responsibilities	
<ul style="list-style-type: none"> • To prepare all types of foods as required by the customers. • To ensure cleanliness in the cooking area and cleaning of utensils in the kitchen. • Perform any other duties assigned by the immediate supervisor. • Any other duties assigned by the immediate supervisor. 	
Qualifications	
For appointment to this post, a candidate must;	
<ol style="list-style-type: none"> KCSE Certificate or its equivalent Certificate in Food and Beverages Production Exemplary work performance with Three (3) years' experience as cook II 	
Job Title:	Counselor III Grade AD 8 – One Post
Ref No	LU/AD/5/1/2023
Salary Scale	Kes. 43,193 – Kes. 60,470 per month
Terms of Service	Three years contract Renewable subject to satisfactory performance
Key Duties and Responsibilities	
<ul style="list-style-type: none"> • Assist the Senior Counselor in carrying out counseling services at the University. • Assist University staff and students Peer Counselors in their activities • Participate in student and staff orientation exercise to familiarize them with counseling services at the University. • Keep accurate records of staff and students counseling activities • Any other duties assigned by immediate supervisor. 	
Qualifications	
For appointment to this post, a candidate must;	
<ol style="list-style-type: none"> Bachelor's degree in Guidance and Counseling or Psychology or its equivalent One (1) year experience in counseling 	

Important information to all Applicants

Candidates will be required to satisfy the requirement of chapter 6 of the constitution of Kenya 2010 and must attach the following once they are shortlisted for interview.

- Certificate of good conduct from the Directorate of Criminal Investigation.
- Tax compliance certificate from KRA
- Clearance certificate from Higher Education Loans Board.

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- Clearance certificate from CRB
- Self-declaration clearance certificate from Ethics and Anti-Corruption Commission
- A soft copy of the application letter and the C.V. to be emailed to: radmin@laikipia.ac.ke

Canvassing directly or indirectly will result to disqualification.

HOW TO APPLY

Interested applicants should forward one (1) copy of application package, including updated curriculum vitae, giving details of the applicant's age, academic and professional qualifications, working experience, present post and salary, telephone contact, email address, names and addresses of three referees plus copies of certificates and testimonials. The reference number of the position applied should be clearly indicated on both application letter and the envelope.

Applications should be addressed to:-

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

Please note that only shortlisted candidates will be contacted.

Closing Date: Friday February 3rd, 2023.

Laikipia University is an equal opportunity employer, Youth, Women and Persons with disabilities, marginalized and minority communities are encouraged to apply.

