

UNIVERSITY OF NAIROBI

APPLICATIONS ARE INVITED FOR THE FOLLOWING POSITIONS:-

(FOR MORE DETAILS, PLEASE VISIT OUR WEBSITE at <http://jobs.uonbi.ac.ke>)

LECTURER (PROSTHODONTIST), DEPARTMENT OF CONSERVATIVE & PROSTHETIC DENTISTRY-1 POST-AC/2/62/12-(CHS)

Applicants must be holders of a Masters degree in Prosthodontics from a recognized University. They must have at least three (3) years experience at university level. They must have research experience, with at least two (2) publications in refereed journals or two (2) chapters in scholarly books. They should show evidence of continuing research activity.

Successful candidate will be required to teach at both undergraduate and postgraduate students, supervise their research projects, carry out research and to register for their PhD degree in their areas of specialty.

LECTURER, SCHOOL OF ECONOMICS -1 POST -AC/2/63/12-(CHSS)

Applicants must be holders of a PhD degree in Economics from a recognized university. Candidates with a Masters degree in relevant field and at least three (3) years teaching experience at university level and have registered for a PhD degree will also be considered. In both cases, they should have research experience, with at least two (2) publications in refereed journals or two chapters in scholarly books. They should show evidence of continuing research activity.

The successful candidates will be expected to teach and supervise at both undergraduate and postgraduate students in at least one specialized area in addition to core areas (Theory and Quantitative) of Economics.

TUTORIAL FELLOW, SCHOOL OF ECONOMICS - 1 POST -AC/2/64/12 - (CHSS)

Applicants must be holders of at least a Masters degree in Economics and must be registered for PhD degree in Economics at the University of Nairobi.

The successful candidate will be expected to teach in at least one (1) specialized area in addition to core areas (Theory & Quantitative) of Economics.

TUTORIAL FELLOW, DEPARTMENT OF BUSINESS ADMINISTRATION IN THE FOLLOWING UNITS:-

- **NAIROBI CAMPUS- 2 POSTS -AC/2/65/12 - (CHSS)**
- **KISUMU CAMPUS- 2 POSTS- AC/2/66/12 - (CHSS)**

Applicants must be holders of at least a Master of Arts in Business Administration or equivalent from a recognized university and must show evidence of having registered for a PhD degree.

The successful candidate wishing to teach in Kisumu Campus will be expected to teach Marketing, Insurance and Human Resource Management while those wishing to teach in Nairobi will be expected to teach Insurance, Human Resource Management and Entrepreneurship.

Please indicate clearly the campus you wish to teach in.

TUTORIAL FELLOW, DEPARTMENT OF HUMAN ANATOMY-2 POSTS - AC/2/67/12-(CHS)

Applicants must be holders of MB. Ch B or BDS degree with exemplary performance in undergraduate Human Anatomy. Applicants should be registered for MSc. Degree in Human Anatomy. Those with demonstrable interest in research and teaching will have an added advantage. They should be proficient in English and be computer literate.

The successful candidates will be expected to demonstrate to undergraduate students and participate actively in research. They will also be expected to participate in Departmental, School and College activities.

TUTORIAL FELLOW, DEPARTMENT OF GEOSPATIAL & SPACE TECHNOLOGY- 1 POST-AC/2/68/12- (CAE)

Applicants should be holders of M.Sc. Degree in Geospatial Sciences. They are expected to have registered for PhD. Degree or demonstrate clear evidence of progress towards PhD. registration. Those registered with relevant professional bodies will have an added advantage.

ESTATES OFFICER GRADE EF, ESTATES DEPARTMENT- 2 POSTS-AD/2/69/12- (R&T)

Applicants should be holders of at least a BA (Land Economics) from a recognized university. They must be Associate Members of the Institution of Surveyors of Kenya (Valuation & Estates Management, Land Management or Building Surveyors' Chapter). They should have at least three (3) years experience in a professional office or a large organization and be computer literate.

The successful candidates will be expected to handle issues pertaining to allocation and lease management of university housing, lease administration of university leased properties, land management, management of utilities: water and electricity including connections, monthly billing and payments, valuation for rent, insurance sale/purchase among other duties.

CARTOGRAPHER GRADE B, DEPARTMENT OF GEOGRAPHY & ENVIRONMENTAL STUDIES - 1 POST –AD/2/70/12 - (CHSS)

Applicants should be holders of an Ordinary Diploma in Cartography from Kenya Polytechnic University College, Kenya Institute of Surveying & Mapping (KISM) or equivalent recognized institutes. They must have at least a KCSE C Grade or its equivalent and at least three (3) years relevant experience preferably in a teaching or research. Candidates with experience and knowledge in Geographic Information Systems (GIS) will have an added advantage.

The successful candidate will be expected to prepare and draw teaching materials for both teaching and research.

ASSISTANT HOUSEKEEPER GRADE A/B, ESTATES DEPARTMENT- 1 POST -AD/2/71/12-(R&T)

Applicants should be holders of a Diploma in Institutional Management /Housekeeping from reputable organization. They should have at least three (3) years experience in a busy environment.

The successful candidate will be expected to clean and maintain the guest house, launder clothing and household linens, maintain an inventory of household items and equipments and communicate effectively with guests.

Please note that the appointment is on a one year contract term renewable on mutual agreement.

MESSENGER GRADE II, SCHOOL OF THE BUILT ENVIRONMENT- 1 POST - AD/2/72/12 - (CAE)

Applicants must be holders of at least a KCSE certificate with at least five years working experience in a busy office. They must have a good school leaving certificate and a good reference letter from current Section Head. They must be able to communicate fluently in both English and Kiswahili languages. They must have served as Messenger / Cleaner grade I or equivalent position for at least three (3) years. They must have good public relations. They must be of high integrity, reliable, disciplined and committed to work.

The successful candidate will be expected to handle highly classified information and work with minimum supervision. They will also be expected to work during odd hours and also during weekends if need be.

Please note that the appointment is on a one year contract term renewable on mutual agreement.

NOTE:

1. Applicants for academic posts (AC) should forward ten (10) should forward ten (10) copies of their application letters accompanied by similar number of certified copies of certificates and C.Vs giving details of their qualifications, experience, research activities and publications they appear in. Applicants for non-academic posts (AD) should submit seven (7) of the above supporting documents and applications letter.
2. In both cases, applications and related documents should be forwarded through the applicants' heads of departments and applicants should state their current designations and salaries and other benefits attached to those designations. They should quote post reference codes as shown for each posts in the advertisement.
3. Applications should be addressed as per the codes below:-

CODES

R&T The Deputy Registrar, Recruitment & Training Section, P.O Box 30197-00100 Nairobi

CAE The Principal, College of Architecture& Engineering, P.O Box 30197-00100, Nairobi.

CHS The Principal, College of Health Sciences, P.O Box 30197-00100, Nairobi.

CHSS The Principal, College of Humanities& Social Sciences, P.O Box 30197-00100, Nairobi.

ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.

CLOSING DATE: Friday, 9th March 2012.

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