



**MASENO UNIVERSITY  
DECLARATION OF VACANCIES  
OFFICE OF THE DEPUTY VICE-CHANCELLOR  
ADMINISTRATION, FINANCE AND DEVELOPMENT**

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In pursuit of its mission and mandate, the University wishes to invite applications from qualified candidates to fill the positions indicated below:

**TEACHING POSITIONS**

**SCHOOL OF MEDICINE**

**Department of Surgery and Anesthesiology**

**LECTURER**

Areas of Specialization;

Neurosurgery

Pediatric Surgery

Plastic and Reconstructive Surgery

Hemato-oncologist

**GRADE 12**

One (1) Position

One (1) Position

One (1) Position

One (1) Position

**-Three (3) Positions**

- MSU/ACA/SOM/01/19

- MSU/ACA/SOM/02/19

- MSU/ACA/SOM/03/19

- MSU/ACA/SOM/03/19

**Department of Pharmacy**

**ASSOCIATE PROFESSOR**

Pharmacy

**GRADE 14**

One (1) Position

**-One (1) Position**

- MSU/ACA/SOM/05/19

**SENIOR LECTURER**

Pharmacy

**GRADE 13**

One (1) Position

**-One (1) Position**

- MSU/ACA/SOM/06/19

**SCHOOL OF LAW**

**ASSOCIATE PROFESSOR**

Law

**GRADE 14**

One (1) Position

**-One (1) Position**

- MSU/ACA/SOL/01/19

**SENIOR LECTURER**

Law

**GRADE 13**

One (1) Position

**-One (1) Position**

- MSU/ACA/SOL/02/19

**SCHOOL OF PHYSICAL AND BIOLOGICAL SCIENCES**

**Department of Zoology**

<b>ASSOCIATE PROFESSOR</b>	<b>GRADE 14</b>	<b>- One (1) Position</b>
<u>Area of Specialization:</u>		
Ecology	One (1) Position	- MSU/ACA/ZOO/01/19
<b>SENIOR LECTURER</b>	<b>GRADE 13</b>	<b>-One (1) Position</b>
<u>Area of Specialization:</u>		
Molecular Biology	One (1) Position	- MSU/ACA/ZOO/02/19
Parasitology	One (1) Position	- MSU/ACA/ZOO/03/19
<b>LECTURER</b>	<b>- GRADE 12</b>	<b>- Four (4) Positions</b>
<u>Area of Specialization:</u>		
Ecology	One (1) Position	- MSU/ACA/ZOO/04/19
Entomology	One (1) Position	- MSU/ACA/ZOO/05/19
Molecular Biology	One (1) Position	- MSU/ACA/ZOO/06/19

**SCHOOL OF PLANNING AND ARCHITECTURE**

<b>PROFESSOR</b>	<b>GRADE 15</b>	<b>- One (1) Position</b>
<u>Area of Specialization:</u>		
Urban and Regional Planning	One (1) Position	- MSU/ACA/SPA/01/19
<b>ASSOCIATE PROFESSOR</b>	<b>GRADE 14</b>	<b>- Two (2) Positions</b>
<u>Areas of Specialization:</u>		
Urban and Regional Planning	One (1) Position	- MSU/ACA/SPA/02/19
Urban Management	One (1) Position	- MSU/ACA/SPA/03/19
<b>SENIOR LECTURER</b>	<b>GRADE 13</b>	<b>-Five (5) Positions</b>
<u>Areas of Specialization:</u>		
Urban and Regional Planning	One (1) Position	- MSU/ACA/SPA/04/19
Urban Management	One (1) Position	- MSU/ACA/SPA/05/19
<b>LECTURER</b>	<b>GRADE 12</b>	<b>- Three (3) Positions</b>
<u>Areas of Specialization:</u>		
Urban and Regional Planning	One (1) Position	- MSU/ACA/SPA/07/19
Urban Management	One (1) Position	- MSU/ACA/SPA/08/19

**SCHOOL OF ARTS AND SOCIAL SCIENCES**

**Department of Music and Theatre Studies**

<b>LECTURER</b>	<b>GRADE 12</b>	<b>- One (1) Position</b>
<u>Area of Specialization:</u>		
Drama	One (1) Position	- MSU/ACA/MTS/01/19

**SCHOOL OF EDUCATION**

**Department of Educational Management and Foundations**

<b>LECTURER</b>	<b>GRADE 12</b>	<b>- One (1) Position</b>
<u>Areas of Specialization:</u>		
Philosophy of Education	One (1) Position	- MSU/ACA/EMF/01/19

**Department of Educational Communication, Technology and Curriculum**

<b>LECTURER</b>	<b>- GRADE 12</b>	<b>- Six (6) Positions</b>
<u>Areas of Specialization:</u>		
English Literature Education	One (1) Position	- MSU/ACA/ECT&CS/01/19
Biology Education	One (1) Position	- MSU/ACA/ECT&CS/02/19
Geography Education	One (1) Position	- MSU/ACA/ECT&CS/03/19
Agriculture Education	One (1) Position	- MSU/ACA/ECT&CS/04/19
Educational Technology	One (1) Position	- MSU/ACA/ECT&CS/05/19
History Education	One (1) Position	- MSU/ACA/ECT&CS/06/19

**SCHOOL OF NURSING**

<b>LECTURER</b>	<b>GRADE 12</b>	<b>- Four (4) Positions</b>
<u>Area of Specialization:</u>		
Midwifery Nursing	One (1) Position	-MSU/ ACA/SON/01/19
Community Health Nursing	One (1) Position	- MSU/ACA/SON/02/19
Nursing Leadership, Education& Research	One (1) Position	- MSU/ACA/SON/03/19
Medical Surgical Nursing	One (1) Position	-MSU/ ACA/SON/04/19

**SCHOOL OF DEVELOPMENT AND STRATEGIC STUDIES**

**ASSOCIATE PROFESSOR**

**- GRADE 14**

**- Three (3) Positions**

**Areas of Specialization:**

International Relations and Diplomacy  
Political Science  
Development Studies

One (1) Position  
One (1) Position  
One (1) Position

-MSU/ACA/SDSS/01/19  
-MSU/ACA/SDSS/02/19  
-MSU/ACA/SDSS/03/19

**SENIOR LECTURE**

**GRADE 13**

**- Three (3) Positions**

**Areas of Specialization:**

International Relations and Diplomacy  
Political Science  
Development Studies

One (1) Position  
One (1) Position  
One (1) Position

-MSU/ACA/SDSS/04/19  
-MSU/ACA/SDSS/05/19  
-MSU/ACA/SDSS/06/19

**LECTURE**

**- GRADE 12**

**- Three (3) Positions**

**Areas of Specialization:**

International Relations and Diplomacy  
Political Science  
Development Studies

One (1) Position  
One (1) Position  
One (1) Position

-MSU/ACA/SDSS/07/19  
-MSU/ACA/SDSS/08/19  
-MSU/ACA/SDSS/09/19

**NON-TEACHING POSITIONS**  
**SCHOOL OF PHYSICAL AND BIOLOGICAL SCIENCES**  
**Department of Physics and Material Science**

Senior Laboratory Technologist	Grade 9	- One (1) position	- MSU/ACA/PHY/01/19
Technologist	Grade 9	- One (1) position	- MSU/ACA/PHY/01/19

**SCHOOL OF NURSING**

<b>Clinical Instructor</b>	<b>GRADE 9/10</b>	<b>- Four (4) Positions</b>	
<b><u>Area of Specialization:</u></b>			
Midwifery Nursing	One (1) Position	-MSU/ ACA/SON/01/19	
Community Health Nursing	One (1) Position	- MSU/ACA/SON/02/19	
Nursing Leadership, Education& Research	One (1) Position	- MSU/ACA/SON/03/19	
Medical Surgical Nursing	One (1) Position	-MSU/ ACA/SON/04/19	
<b>STUDIO/GIS LAB TECHNICIAN</b>	<b>GRADE 5/6/7</b>	<b>-Three (3) positions</b>	
Urban and Regional Planning	One (1) Position	- MSU/ACA/SPA/07/19	
Urban Management	One (1) Position	- MSU/ACA/SPA/08/19	

**SCHOOL OF COMPUTING AND INFORMATICS**

Demonstrator	GRADE 8	Four (4) Position	-MSU/ADM/SPA/01/19
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**ADMINISTRATIVE POSITIONS**

DEPUTY LIBRARIAN	GRADE 14	-One (1) Position	-MSU/ADM/FIN/01/19
SENIOR ACCOUNTANT	GRADE 13	-One (1) Position	-MSU/ADM/FIN/02/19
ACCOUNTANT	GRADE 12	-One (1) Position	-MSU/ADM/FIN/03/19
SENIOR ASSISTANT REGISTRAR	GRADE 13	-One (1) Position	-MSU/ADM/HR/01/19
ASSISTANT REGISTRAR	GRADE 12	-Two (2) Positions	-MSU/ADM/HR/02/19
STORES CONTROLLER	GRADE 12	-One (1) Position	-MSU/ADM/PRO/03/19
STUDENT COUNSELOR	GRADE 12	Two (2) Positions	-MSU/ADM/SWS/01/19
SYSTEM ANALYST	GRADE 11	-Two (2) Positions	-MSU/ADM/IT/01/19
ASST. PR OFFICER (PHOTOGRAPHY)	GRADE 8	-One (1) Position	- MSU/ADM/PR/01/19
ASST. PR OFFICER (GRAPHIC DESIGNER)	GRADE 8-	One (1) Position	-MSU/ADM/PR/01/19
TECHNICIAN (CCTV)	GRADE 5/6	Two (2) Positions	-MSU/ADM/ICT/01/19
MECHANIC	GRADE 5/6	One (1) Position	-MSU/ADM/TD/02/19
DRIVER	GRADE 3/ 4	Three (3) Positions	-MSU/ADM/TD/01/19

## **RE-ADVERTISEMENT**

MEDICAL OFFICER – GRADE 12 -One (1) Position -MSU/ADM/MOH/01/19

### **KISUMU HOTEL**

FOOD AND BEVERAGE MANAGER - GRADE 10 - One (1) Position -MSU/ADM/KSM/01/19

## **REQUIREMENTS FOR APPOINTMENT FOR TEACHING POSITIONS**

### **PROFESSOR - GRADE 15**

Must have:

1. An earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university
2. At least three (3) years teaching experience at the university as an Associate.
3. A minimum of sixty (60) publication points as an Associate Professor, of which at least forty (40) should be from refereed scholarly journals.
4. Supervised a minimum of five (5) post-graduate students to completion, including at least two at doctoral level.
5. Registered with the relevant professional body (where applicable).
6. Attracted research or development funds as an Associate Professor.

### **ASSOCIATE PROFESSOR - GRADE 14**

Must have:

1. An earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university
2. At least three (3) years teaching experience at the university as a Senior Lecturer.
3. A minimum of forty eight (48) publication points as a Senior Lecturer or equivalent, of which at least thirty two (32) should be from refereed scholarly journals.
4. Supervised a minimum of four (4) post-graduate students to completion, including at least one doctoral student.
5. Attracted research or development funds as a Senior Lecturer.
6. Registered with the relevant professional body (where applicable).

### **SENIOR LECTURER - GRADE 13**

Must have:

1. An earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university

2. At least three (3) years teaching experience at the university as a Lecturer.
3. A minimum of thirty two (32) publication points as a Lecturer or equivalent, of which at least twenty four (24) should be from refereed scholarly journals.
4. Supervised at least of three (3) post-graduate students to completion as Lecturer.
5. Registered with the relevant professional body (where applicable).

### **LECTURER - GRADE 12**

Must have:

1. An earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university ; and be registered or registerble with the relevant professional body

**OR**

A Master's degree in the relevant field from an accredited and recognized university (in special cases) with at least three (3) years teaching experience at university level or in research or in industry; and

2. A minimum of twenty four (24) publication points, of which at least sixteen (16) should be from refereed journal papers; and
3. Registered with the relevant professional body (where applicable).

### **REQUIREMENTS FOR APPOINTMENT FOR NON- TEACHING POSITIONS**

#### **SCHOOL OF PLANNING AND ARCHITECTURE**

##### **STUDIO/GIS LAB TECHNICIAN**

**-GRADE 5/6/7 (4 Positions)**

##### **Areas of Specialization:**

Urban and Regional Planning

One (1) Position - MSU/ ADM /SPA/05/19

Urban Management

One (1) Position - MSU/ ADM /SPA/06/19

##### **Requirements for Appointment**

- i) Applicants must be holders of at least a diploma in the relevant field from an accredited institution
- ii) He/ She must be a registered member of a relevant professional body.

#### **SCHOOL OF COMPUTING AND INFORMATICS**

##### **DEMONSTRATOR**

**- Grade 8**

**Four (4) Positions - MSU/ ADM /SCIS/01/19**

##### **Requirement for Appointment**

- i) A Bachelor's degree in Computer Studies/Sciences/Electrical & Electronics Engineering /Information Technology or its equivalent
- ii) Three (3) years working experience in a related field.

### **SCHOOL OF NURSING**

**CLINICAL INSTRUCTOR & EXPERT - Grade9/10 -Four (4) Positions - MSU/ADM/SON/01/19**

#### **Requirement for Appointment:**

- i) Bachelor's degree in nursing/ Higher National Diploma in nursing.
- ii) He/she must be a registered member of a relevant professional body.
- iii) Three (3) years' experience in training of nurses in the related area.

### **SCHOOL OF PHYSICAL AND BIOLOGICAL SCIENCES**

**DEPARTMENT OF PHYSICS & MATERIAL SCIENCE**

**SENIOR LABORATORY TECHNOLOGIST-Grade 9- One (1) Position -MSU/ACA/PHY/01/19**

#### **Requirement for Appointment:**

- i) Bachelor's degree in relevant disciplines from recognized institutions
- ii) At least five (5) years' experience at the level of Senior Technologist

**TECHNOLOGIST - Grade6 - Two (2) Positions -MSU/ACA/PHY/01/19**

#### **Requirement for Appointment:**

- i) Higher National Diploma in relevant discipline from a recognized institution plus five (5) years relevant experience OR
- ii) Diploma in relevant field plus five (5) years relevant experience.

**DEPUTY LIBRARIAN GRADE 14 -One (1) Position - MSU/ADM/FIN/01/19**

- A PhD degree in Library and Information Sciences or equivalent qualification from a recognized institution with Ten (10) years' experience
- OR



- A Master's degree in Library and Information Sciences or its equivalent from a recognized institution or a minimum of Fifteen (15) years working experience in a well-established and automated library of which 5 must have been in a senior position.
- A minimum of two (2) published articles in peer reviewed journals or chapters in a book(s).
- Must be computer literate
- Must have hands-on knowledge on use of Library Management Systems.
- Must have presented papers in conferences/ workshops
- Membership to a relevant professional society/Association

**SENIOR ACCOUNTANT                      GRADE 13    -One (1) Position    -  
MSU/ADM/FIN/02/19**

**Must have:-**

- A Master's degree in Accounting/ Finance or its equivalent from a recognized Institution
- A Bachelor's degree in Accounting/ Finance or its equivalent from a recognized Institution
- CPA (Final)
- Ten (10) years' experience.
- Must be a registered member of ICPAK or an equivalent professional body.
- Practical knowledge of ICT in a relevant area is mandatory.

**ACCOUNTANT GRADE 12 -One (1) Position    -MSU/ADM/FIN/03/19**

**Must have:**

- A Master's degree in Accounting/Finance from a recognized University or its equivalent.
- CPA (Final)
- Five (5) relevant experiences of which three years must be at grade 11 or its equivalent.
- Must be a registered member of ICPAK or an equivalent professional body
- Practical knowledge of ICT in accounting packages is mandatory.

**SENIOR ASSISTANT REGISTRAR - GRADE 13 --ONE (1) POSITION -MSU/ADM/QA/01/19**

**Requirements for Appointment**

- i) A Masters degree in Education/ Social Sciences/ Business Administration (MBA)/Human Resource Management or its equivalent from a recognized University

- ii) A relevant Bachelor's degree from a recognized University.
- iii) At least Ten (10) years' experience administrative work, out of which five (5) must have been served at the level of Assistant Registrar Grade 12 or equivalent
- iv) CPS Final or postgraduate diploma in a relevant field.
- v) Must be a registered member of a recognized professional body
- vi) In addition all applicants must be proficient in computer applications packages
- vii) Must have experience in Quality Assurance matters and hands on implementation of ISO 9001: 2015

**ASSISTANT REGISTRAR - GRADE 12 -TWO (2) POSITIONS - MSU/ADM/HR/01/19**

**Requirements for Appointment**

- i) A Master's degree in Education/ Social Sciences/ Business Administration (MBA)/Human Resource Management or its equivalent from a recognized University
- ii) A relevant Bachelor's degree from a recognized University.
- iii) Twelve (12) years' experience in administrative work.
- iv) CPS III and postgraduate diploma in a relevant field will be an added advantage.
- v) Must be a registered member of a recognized professional body
- vi) In addition all applicants must be proficient in computer applications packages

**STORES CONTROLLER                      GRADE 12    -One (1) Position    -  
MSU/ADM/PRO/03/19**

**Must have:**

- Master's Degree in Purchasing/ Supply Management or its equivalent
- Bachelor's Degree in Purchasing /Supply Management or its equivalent
- Minimum Ten (10) years-cumulative working experience in procurement and supplies
- Must be a member of a relevant professional body
- Must be conversant with Public Procurement Procedures
- Must be computer literate
- Hands on experience in Stores Management

**STUDENT COUNSELOR                      GRADE 12    Two (2) Positions    -  
MSU/ADM/SWS/01/19**

**Must have:**

- Master's degree in Counseling, Education, Psychology or Social Sciences from a recognized University with five (5) years working experience in a with students at a institution or University
- Be registered with a recognized professional body or association
- Must be computer literate

**SYSTEM ANALYST****GRADE 11 -Two (2) Positions -MSU/ADM/IT/01/19****Must have:**

- Applicants must have a B.Sc. in Computer Science/Engineering/Information Communication Technology/Software Engineering or its equivalent from a recognized Institution.
- Three (3) years relevant work experience in a large organization.
- Must be conversant with SQL server databases, and Enterprise Resource Planning (ERP) system.
- A Masters degree in Computer Science/Engineering/Information Communication Technology/Software Engineering will be an added advantage.

**ASSISTANT PUBLIC RELATIONS OFFICER (PHOTOGRAPHY) GRADE 8 -One (1)****Position- MSU/ADM/PR/01/19****Must have:**

- A Bachelor's Degree in Media and Communication Technology/Journalism and Mass Communication from a recognized institution with specialization in photography.
- Have at least two (2) years 'relevant work experience
- Proficiency in Computer applications

**ASSISTANT PUBLIC RELATIONS OFFICER (GRAPHIC DESIGNER) GRADE 8- One (1)****Position MSU/ADM/PR/01/19****Must have:**

- Diploma in Graphic Design, visual communication, or equivalent
- Knowledge in Final Cut Pro, Mail chimp, In-design, Corel draw, Adobe Acrobat, Photoshop & Adobe illustrator and other key programs that execute graphic designs.
- Excellent communication skills

**TECHNICIAN (CCTV) - GRADE 5/6****TWO (2) POSITIONS -MSU/ADM/ICT/01/19****Must have:**

- Kenya Certificate of Secondary Examination or its equivalent;
- Diploma Certificate in Computer Science/Information Technology or its equivalent from a recognized institution in the relevant field.
- Three (3) year relevant working experience.

**MECHANIC – GRADE 5/6- TWO (2) POSITIONS -MSU/ADM/TD/01/19**

**Must have:**

- Kenya Certificate of Secondary Examination or its equivalent;
- Craft certificate in Automotive Engineering or its equivalent with not less than three (3) years' experience on the same position.
- Computer literacy is an added advantage.

**DRIVER II – GRADE 3/ 4 - THREE (3) POSITIONS -MSU/ADM/TD/01/19**

**Must have:**

- Minimum K.C.S.E.
- Craft Certificate in Automotive Engineering.
- A clean valid driving license class A/B/C/E with PSV endorsement.
- Certificate of good conduct.
- Basic first aid training
- Occupational trade test III or equivalent.
- Minimum 5 years' experience
- Motor Vehicle mechanics trade test II will be an added advantage
- An National Youth Service (NYS) certificate will be an added advantage

**MEDICAL OFFICER - GRADE 12 - ONE (1) POSITION – MSU/ADM/MOH/01/19**

**Requirements for Appointment**

- Applicants must be holders of Bachelor's degree in Medicine and Surgery (MBCHB) or its equivalent from a recognized institution.
- Must have worked at least three (5) years relevant experience after internship.
- Must be Registered with the Kenya Medical Practitioners and Dentists a Board (KMPDB)
- Must have attended seminars and workshop in relevant field.
- Must have a valid practicing license.

**FOOD AND BEVERAGE MANAGER - GRADE 10- One (1) Position  
MSU/ADM/KSM/01/19**

For appointment in this position, one must have;-

OR

- ✓ A Degree in Hotel Management, Eco -Tourism & Hospitality or Business Administration With three years experience in a three star Hotel at a senior level with proven excellent performance.

OR

- ✓ A Diploma in Hotel and Catering Management from a recognized institution with 6 years' experience in a three star hotel in a similar position
- ✓ Be fluent in English, and possess computer skills in use of MS applications, FIDELIO and MICROS.
- ✓ A Master's Degree (MBA) will be an added

## **INDIVIDUAL CHARACTERISTICS**

### **Mode of Application**

Ten (10) copies of applications should be submitted together with an updated Curriculum Vitae giving details of the applicant; age, marital status, academic and professional qualification, working experience, present post and salary, telephone contact, email address, names and referees plus copies of the certificates and testimonials. The reference number of the position applied should be clearly indicated. All applications should be addressed to;

**The Deputy Vice Chancellor  
Administration, Finance and Development  
Maseno University  
P. O. BOX 333 - 40105  
MASENO**

So as to reach not later than **Friday 17<sup>th</sup> May, 2019**. Any canvassing will lead to automatic disqualification.

Applicants are advised to contact their referees and request them to send their letters of reference to the above address. The referees should write and send their recommendations, under sealed envelopes before the advert deadline.

**N/B: Only short listed candidates will be contacted. Maseno University is an equal opportunity employer and therefore applicants of either gender or persons with disability are encouraged to apply.**