



TECHNICAL UNIVERSITY OF MOMBASA

EXTERNAL ADVERTISEMENT FOR INTERNSHIP PROGRAM

The Technical University of Mombasa (TUM) is a fully fledged Public Technical University in Kenya situated in Mombasa with a student population of 18,622 and staff complement of 594. The University aspires to increase its academic programmes, students' enrollment and human resource capacity in order to realize its strategic vision of being a University of Global Excellence in Advancing Knowledge Science and Technology.

In order to mentor and cultivate today's young leaders and strengthen their understanding of workplace, the University is seeking to recruit motivated interns who will work in fast paced environment.

| S/No | Department | Area of focus | Vacant Posts |
|------|---|--|--------------|
| 1 | Library (Kwale Campus) | Bachelor's Degree /Diploma in Library and Information Science or its equivalent. | 2 |
| 2 | Building and Civil Engineering | Diploma in Secretarial Studies or its equivalent. | 1 |
| 3 | Maintenance Department | Diploma in Secretarial Studies or its equivalent | 1 |
| 4 | Dean of Student Guidance and Counseling Section | Bachelor's Degree /Diploma in Counseling /Community Development/ Social work. Must have a Certificate in HIV Counselling and Testing from NASCOP. | 1 |
| 5 | Academic Affairs | Bachelor's Degree in Social Sciences or its equivalent. | 1 |

TERMS AND CONDITIONS

1. Must be unemployed Kenyan Graduate from Tertiary Institute or University.
2. Six (6.) months Contract.
3. Stipend of 25,000/= for degree Holders and 20,000/= for Diploma Holders per month.
4. The intern must find their own residential accommodation and transport.
5. Must be willing to sign a confidential agreement before they are admitted to the program.
6. Will be required to have a personal accident insurance cover.
7. Will be required to have Medical Insurance Cover by NHIF.
8. Must have a valid certificate of good conduct.

APPLICATION GUIDE

1. Application should include an up-to date Curriculum Vitae (CV), providing details of age, academic and professional qualifications, work experience, current designation and salary, email address, telephone, name and contacts of three referees who are knowledgeable about the competence of the applicant, a copy of National Identification Card, copies of relevant certificates and testimonials.

2. Candidates with foreign Academic Qualifications **MUST** submit a Certificate of Recognition from the Commission for University Education (CUE).
3. Details of academic and professional certificates not obtained by closure of the advert shall not be considered.
4. Only shortlisted and successful candidates will be contacted
5. All applications will be through the **ONLINE** portal accessible via the link: job and vacancies or <https://jobs.tum.ac.ke/> . **Email and hardcopy applications will not be accepted.**
6. Detailed job descriptions to be obtained at the University website www.tum.ac.ke

Applications should be addressed to;

Deputy Vice Chancellor (AFP)
Technical University of Mombasa
P.O Box 90420-80100
Mombasa

Applications containing false information shall be disqualified.

The deadline for submitting online application is **9th October, 2023** Applications received later than this date will not be considered.

Technical University of Mombasa is an equal opportunity employer. Women, persons living with disability and marginalized group are encouraged to apply.

The University does not ask for any fees from the applicants.