



## DECLARATION OF VACANT POSITIONS

### EXTERNAL ADVERTISEMENT

The Technical University of Mombasa (TUM) is a fully-fledged Public Technical University in Kenya situated in Mombasa County 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 actuate its vision, mission and strategic objectives, the University intends to recruit an innovative individual with demonstrated high standards of personal and professional integrity. In addition, applicants should have outstanding professional competence in Academic and Administration

### DEPARTMENT OF BUSINESS ADMINISTRATION

**SENIOR LECTURER (ENTREPRENEURSHIP) : GRADE 13A POST 1**  
**REF: TUM/ADVERT/EXT/RECR/1/SL/N/E/2024**

Position	Grade	Division	Department	Vacant Post
Senior Lecturer -(Entrepreneurship)- Permanent & Pensionable Terms	13A	Academic	Business Administration	1

### Reporting To: Chairperson of Department Professional Requirements

- Must possess an earned PhD or equivalent Doctoral degree in Entrepreneurship from an accredited and recognized university.
- Minimum three (3) years University teaching and research experience since becoming a lecturer.
- Must be registered and in good standing with a relevant professional body.
- Must have supervised at least two (2) students at Master level OR one (1) Ph.D. level student to successful completion since becoming a lecturer

Must have at least six (6) articles in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

One (1) University level book in the candidate's professional area published plus three (3) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer



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**OR**

One (1) University level book in the candidate’s professional area published, one (1) book chapter and two (2) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

Four (4) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent/innovation since becoming a lecturer.

- i. Show evidence of having mobilized at least a minimum of Kshs.5000,000 OR provide evidence of having assisted an institution realize a minimum saving of Kshs.500,000 from your innovation/interventions since becoming a Lecturer
- v. Must provide evidence of computer literacy.

**Duties and Responsibilities**

- i. Teach and assess courses in one’s discipline at both undergraduate and postgraduate level
- ii. Supervise undergraduate projects and other experiential learning programs and postgraduate dissertations/theses.
- iii. Supervise dissertation/theses at the graduate level
- iv. Develop undergraduate and postgraduate programs
- v. Initiate, promote and participate in research projects
- vi. Participate in academic conferences /seminars/ workshops
- vii. Participate in preparation of Faculty/School development plans.
- viii. Provide professional and community services and initiate linkages and fund mobilization.
- ix. Provide services of Academic Leader.
- x. Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**

**REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 13A	144,450-206,563	58,972



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**DEPARTMENT OF ACCOUNTING & FINANCE**

**LECTURER (ACCOUNTING/FINANCE) : GRADE 12A POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/L/N/AF/2024**

Position	Grade	Division	Department	Vacant Post
Lecturer- (Account/Finance)- Permanent & Pensionable Terms	12A	Academic	Account & Finance	1

**Reporting To: Chairperson of Department**  
**Professional Requirements**

- Must possess an earned PhD or equivalent Doctoral degree in Accounting/ Finance from an accredited and recognized university
- Must be registered or registerable with the relevant professional body (*where applicable*)
- Must provide evidence of computer literacy.

**Duties and Responsibilities**

- Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/ theses.
- Participate in the development of undergraduate and postgraduate programmes
- Initiate, promote and participate in research projects
- Participate in academic conferences /seminars/ workshops
- Provide professional and community services and initiate linkages and fund mobilization.
- Carry out other duties and responsibilities as may be assigned from time to time

**REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12A	110,591-160,357	55,286

**DEPARTMENT OF MANAGEMENT SCIENCE**

**LECTURER (ECONOMICS/SUPPLY CHAIN MANAGEMENT/LOGISTICS & DISTRIBUTION)**



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**MANAGEMENT/OPERATIONS MANAGEMENT) : GRADE 12A POST : 1 REF: TUM/ADVERT/EXT/RECR/1/L/N/EMM/2024**

Position	Grade	Division	Department	Vacant Post
Lecturer - (Economics / Supply Chain Management/Logistics & Distribution Management/Operations Management)- Permanent & Pensionable Terms	12A	Academic	Management Science	1

**Reporting To: Chairperson of Department**  
**Professional Requirements**

- i. Must possess an earned PhD or equivalent Doctoral degree in Economics/Supply Chain Management/Logistics & Distribution Management/Operations Management from an accredited and recognized university
- ii. Must be registered or registerable with the relevant professional body (*where applicable*)
- iii. Must provide evidence of computer literacy

**Duties and Responsibilities**

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- ii. Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/theses.
- iii. Participate in the development of undergraduate and postgraduate programmes
- iv. Initiate, promote and participate in research projects
- v. Participate in academic conferences /seminars/ workshops
- vi. Provide professional and community services and initiate linkages and fund mobilization.
- vii. Carry out other duties and responsibilities as may be assigned from time to time

**REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12A	110,591-160,357	55,286



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**DEPARTMENT OF COMMUNICATION STUDIES****SENIOR LECTURER (JOURNALISM/ COMMUNICATION STUDIES): GRADE 13A  
POST : 1 REF: TUM/ADVERT/EXT/RECR/1/SL/N/JCS/2024**

Position	Grade	Division	Department	Vacant Post
Senior Lecturer - (Journalism / Communication Studies) - Permanent & Pensionable Terms	13A	Academic	Communication Studies	1

**Reporting To: Chairperson of Department  
Professional Requirements**

- Must possess an earned PhD or equivalent Doctoral degree in Journalism /Communication Studies from an accredited and recognized university.
- Minimum three (3) years University teaching and research experience since becoming a lecturer.
- Must be registered and in good standing with a relevant professional body.
- Must have supervised at least two (2) students at Master level OR one (1) Ph.D. level student to successful completion since becoming a lecturer
- Must have at least six (6) articles in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

One (1) University level book in the candidate's professional area published plus three (3) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer

**OR**

One (1) University level book in the candidate's professional area published, one (1) book chapter and two (2) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

Four (4) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent/innovation since becoming a lecturer.

- Show evidence of having mobilized at least a minimum of Kshs.500,000 OR provide evidence of having assisted an institution realize a minimum saving of Kshs.500,000 from your innovation/interventions since becoming a Lecturer

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vii. Must provide evidence of computer literacy.

### Duties and Responsibilities

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate level
- ii. Supervise undergraduate projects and other experiential learning programs and postgraduate dissertations/theses.
- iii. Supervise dissertation/theses at the graduate level
- iv. Develop undergraduate and postgraduate programs
- v. Initiate, promote and participate in research projects
- vi. Participate in academic conferences /seminars/ workshops
- vii. Participate in preparation of Faculty/School development plans.
- viii. Provide professional and community services and initiate linkages and fund mobilization.
- ix. Provide services of Academic Leader.
- x. Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**

### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 13A	144,450-206,563	58,972

**LECTURER (PUBLIC RELATIONS /JOURNALISM/ COMMUNICATION STUDIES):  
GRADE: 12A POST: 2 REF: TUM/ADVERT/EXT/RECR/1/L/N/PRJC/2024**

Position	Grade	Division	Department	Vacant Posts
Lecturer - (Public Relations /Journalism/ Communication Studies) - Permanent & Pensionable Terms	12A	Academic	Communication Studies	2

**Reporting To: Chairperson of Department  
Professional Requirements**



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- i. Must possess an earned PhD or equivalent Doctoral degree in Public Relations/Journalism /Communication Studies from an accredited and recognized university
- ii. Must be registered or registerable with the relevant professional body.
- iii. Must provide evidence of computer literacy

### Duties and Responsibilities

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- ii. Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/theses.
- iii. Participate in the development of undergraduate and postgraduate programmes
- iv. Initiate, promote and participate in research projects
- v. Participate in academic conferences /seminars/ workshops
- vi. Provide professional and community services and initiate linkages and fund mobilization.
- vii. Carry out other duties and responsibilities as may be assigned from time to time

### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12A	110,591-160,357	55,286

**TECHNOLOGIST III: GRADE: 6N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/TIII/N/CS/2024**

Position	Grade	Division	Department	Vacant Post
Technologist III - Permanent & Pensionable Terms	6N	Academic	Communication Studies	1

### Reporting To: Chief Technologist

### Professional Requirements

- i. Must possess Certificate of Secondary Education or equivalent
- ii. Must possess Diploma or equivalent qualification in a technical field
- iii. Must have at least three (3) years relevant work experience at Grade 5N or comparable position
- iv. Must provide evidence of computer literacy



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### Duties and responsibilities

- i. Cleaning of glassware and apparatus for teaching and research
- ii. Dusting of all equipment used for teaching and research
- iii. Ensuring the storage of chemicals in clean, well labeled shelves arranged in order
- iv. Disposal of laboratory wastes according to the required standards
- v. Ensuring safety and security of lab apparatus and equipment
- vi. Carry out other duties and responsibilities as may be assigned from time to time

### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230

### DEPARTMENT OF HOSPITALITY AND TOURISM

**LECTURER (HOSPITALITY MANAGEMENT): GRADE 12A POST : 2**  
**REF: TUM/ADVERT/EXT/RECR/1/L/N/HM/2024**

Position	Grade	Division	Department	Vacant Posts
Lecturer- (Hospitality Management) -Permanent & Pensionable Terms	12A	Academic	Hospitality and Tourism	2

### Reporting To: Chairperson of Department Professional Requirements

- i. Must possess an earned PhD or equivalent Doctoral degree in Hospitality Management from an accredited and recognized university
- ii. Must be registered or registerable with the relevant professional body (*where applicable*)
- iii. Must provide evidence of computer literacy

### Duties and Responsibilities

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- ii. Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/theses.
- iii. Participate in the development of undergraduate and postgraduate programmes



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- iv. Initiate, promote and participate in research projects
- v. Participate in academic conferences /seminars/ workshops
- vi. Provide professional and community services and initiate linkages and fund mobilization.
- vii. Carry out other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12A	110,591-160,357	55,286

## DEPARTMENT OF SOCIAL SCIENCES

**ASSOCIATE PROFESSOR - POLITICAL SCIENCES/HISTORY/ CONFLICT STUDIES**  
**GRADE: 14A POST: 1 REF TUM/ADVERT/EXT/RECR/1/AP/N/ PSHCS/2024**

Position	Grade	Division	Department	Vacant Post
Associate Professor - (Political Science /History/ Conflict Studies)- Permanent & Pensionable Terms	14A	Academic	Social Sciences	1

### Reporting to: Chairperson of the department

#### Professional Requirements

- ii. Must possess an earned PhD or equivalent Doctoral degree in Political Sciences/History/ Conflict Studies from an accredited and recognized University.
- iii. Minimum three (3) years university teaching and research experience since becoming a Senior lecturer.
- iv. Must be registered and in good standing with a relevant professional body
- v. Must have supervised at least one (1) PhD and two (2) Master's Degree students OR Two (2) Ph.D. students to successful completion since their last promotion, since promotions as a Senior Research Fellow.
- vi. Must have at least eight (8) articles in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,

**OR**



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One (1) University level book in the candidate's professional area published plus four (4) articles published in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,

**OR**

One (1) University level book in the candidate's professional area published, two (2) book chapters and two (2) articles published in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,

**OR**

Six (6) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent in commercialization process since becoming a Senior Lecturer.

- vii. Show evidence of having mobilized at least a minimum of Kshs.1 million OR provide evidence of having assisted an institution realize a minimum saving of Kshs.1 million from your innovation/interventions since becoming a Senior Lecturer
- viii. Must provide evidence of computer literacy

### **Duties and Responsibilities**

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate level.
- ii. Supervise undergraduate projects and other experiential learning programs
- iii. Supervise dissertations/Theses at the postgraduate level
- iv. Develop undergraduate and graduate courses
- v. Initiate, promote and participate in research projects and publish
- vi. Provide academic leadership through programme development, mentoring and research
- vii. Provide professional and community services and initiate linkages and fund mobilization
- viii. Provide services of Academic Leader.
- ix. Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**

### **REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

<b>Grade</b>	<b>Basic Salary (KSHS)</b>	<b>House Allowance (KSHS)</b>
Grade 14A	180,337-250-668	66,344



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**DEPARTMENT OF MECHANICAL & AUTOMOTIVE ENGINEERING**

**LECTURER (SOLID & STRUCTURAL MECHANICS / INDUSTRIAL ENGINEERING / MATERIAL SCIENCE): GRADE 12A POST : 2**  
**REF: TUM/ADVERT/EXT/RECR/1/L/N/SSMIEMS/2024**

Position	Grade	Division	Department	Vacant Post
Lecturer (Solid & Structural Mechanics Engineering / Industrial Engineering / Material Science Engineering) - Permanent & Pensionable Terms	12A	Academic	Mechanical & Automotive Engineering	2

**Reporting To: Chairperson of Department**  
**Professional Requirements**

- Must possess an earned PhD or equivalent Doctoral degree in Solid & Structural Mechanics / Industrial Engineering / Material Science from an accredited and recognized university
- Must be registered with Engineers Board of Kenya as professional engineer.
- Must provide evidence of computer literacy

**OR**

- Must possess Master Degree in Solid & Structural Mechanics / Industrial Engineering / Material Science from a recognized university with at least three (3) years' relevant experience in either University, Research or Industry set-up.
- Must be registered with Engineers Board of Kenya as professional engineer.
- Must provide evidence of computer literacy

**Duties and Responsibilities**

- Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/theses.
- Participate in the development of undergraduate and postgraduate programmes
- Initiate, promote and participate in research projects
- Participate in academic conferences / seminars / workshops
- Provide professional and community services and initiate linkages and fund mobilization.
- Carry out other duties and responsibilities as may be assigned from time to time





## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12A	110,591-160,357	55,286

**TECHNOLOGIST III: GRADE: 6N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/THI/N/ME/2024**

Position	Grade	Division	Department	Vacant Post
Technologist III - Permanent & Pensionable Terms	6N	Academic	Mechanical & Automotive Engineering	1

### Reporting To: Chief Technologist

#### Professional Requirements

- Must possess Certificate of Secondary Education or equivalent
- Must possess Diploma or equivalent qualification in a technical field
- Must have at least three (3) years relevant work experience at Grade 5N or comparable position
- Must provide evidence of computer literacy

#### Duties and responsibilities

- Cleaning of glassware and apparatus for teaching and research
- Dusting of all equipment used for teaching and research
- Ensuring the storage of chemicals in clean, well labeled shelves arranged in order
- Disposal of laboratory wastes according to the required standards
- Ensuring safety and security of lab apparatus and equipment
- Carry out other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230



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**DEPARTMENT OF ELECTRICAL & ELECTRONIC ENGINEERING**

**SENIOR LECTURER (ELECTRICAL POWER/ ENERGY/TELECOMMUNICATIONS CONTROL ENGINEERING ): GRADE 13A POST : 1**  
**REF: TUM/ADVERT/EXT/RECR/1/SL/N/EPETCE/2024**

Position	Grade	Division	Department	Vacant Post
Senior Lecturer- (Electrical Power/ Energy/ Telecommunications Control Engineering)- Permanent & Pensionable Terms	13A	Academic	Electrical & Electronic Engineering	1

**Reporting To: Chairperson of Department**  
**Professional Requirements**

- i. Must possess an earned PhD or equivalent Doctoral degree in Electrical Power/ Energy/Telecommunications Control Engineering from an accredited and recognized university.
- ii. Minimum three (3) years University teaching and research experience since becoming a lecturer.
- iii. Must be registered with Engineers Board of Kenya as a Professional Engineer and in good standing.
- iv. Must have supervised at least two (2) students at Master level OR one (1) Ph.D. level student to successful completion since becoming a lecturer
- v. Must have at least six (6) articles in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

One (1) University level book in the candidate's professional area published plus three (3) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer

**OR**

One (1) University level book in the candidate's professional area published, one (1) book chapter and two (2) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

Four (4) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent/innovation since becoming a lecturer.

- vi. Show evidence of having mobilized at least a minimum of Kshs.500,000 OR



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- provide evidence of having assisted an institution realize a minimum saving of Kshs.500,000 from your innovation/interventions since becoming a Lecturer
- vii. Must provide evidence of computer literacy.

### Duties and Responsibilities

- Teach and assess courses in one's discipline at both undergraduate and postgraduate level
- Supervise undergraduate projects and other experiential learning programs and postgraduate dissertations/theses.
- Supervise dissertation/theses at the graduate level
- Develop undergraduate and postgraduate programs
- Initiate, promote and participate in research projects
- Participate in academic conferences /seminars/ workshops
- Participate in preparation of Faculty/School development plans.
- Provide professional and community services and initiate linkages and fund mobilization.
- Provide services of Academic Leader.
- Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**

### REMUNERATION

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Grade 13A	144,450-206,563	58,972

**LECTURER ((ELECTRICAL POWER/ ENERGY/TELECOMMUNICATIONS /CONTROL ENGINEERING): GRADE 12A POST : 1**  
**REF: TUM/ADVERT/EXT/RECR/1/L/N/ EPETCE /2024**

Position	Grade	Division	Department	Vacant Post
Lecturer- (Telecommunications /Energy/ Control Engineering)- Permanent & Pensionable Terms	12A	Academic	Electrical & Electronic Engineering	1

**Reporting To: Chairperson of Department**



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**Professional Requirements**

- i. Must possess an earned PhD or equivalent Doctoral degree in Electrical Power/ Energy/Telecommunications /Control Engineering from an accredited and recognized university
- ii. Must be registered with Engineers Board of Kenya as professional engineer.
- iii. Must provide evidence of computer literacy

**OR**

- i. Must possess Master Degree in Electrical Power/ Energy/Telecommunications/ Control Engineering from a recognized university with at least three (3) years' relevant experience in either University, Research or Industry set-up.
- ii. Must be registered with Engineers Board of Kenya as professional engineer.
- iii. Must provide evidence of computer literacy

**Duties and Responsibilities**

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- ii. Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/theses.
- iii. Participate in the development of undergraduate and postgraduate programmes
- iv. Initiate, promote and participate in research projects
- v. Participate in academic conferences /seminars/ workshops
- vi. Provide professional and community services and initiate linkages and fund mobilization.
- vii. Carry out other duties and responsibilities as may be assigned from time to time

**REMUNERATION**

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Grade 12A	110,591-160,357	55,286

**TECHNOLOGIST II: GRADE: 7N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/TII/N/E/2024**

Position	Grade	Division	Department	Vacant Post
Technologist II - Permanent & Pensionable Terms	7N	Academic	Electrical & Electronic Engineering	1



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**Reporting To: Chief Technologist****Professional Requirements**

- i. Must possess Diploma or its equivalent qualification in a technical field
- ii. Must have at least three (3) years relevant work experience at Grade 6N or comparable position
- iii. Must provide evidence of computer literacy

**Duties and Responsibilities**

- i. Preparation of practical classes/courses and keeping of student records, practical allocation and loss/breakage records
- ii. Collection and preparation of teaching and research materials
- iii. Ensure that the laboratory, glass ware and equipment are clean and available for the next practical
- iv. Assist in student projects and research activities
- v. Assisting Students during laboratory/workshop practical sessions
- vi. Carry out other duties and responsibilities as may be assigned from time to time

**REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 7N	38,873-54,423	24,768

**TECHNOLOGIST III: GRADE: 6N POST: 2**  
**REF: TUM/ADVERT/INT/RECR/1/TIII/O/E/2024**

Position	Grade	Division	Department	Vacant Post
Technologist III - Permanent & Pensionable Terms	6N	Academic	Electrical & Electronic Engineering	2

**Reporting To: Chief Technologist****Professional Requirements**

- i. Must possess Certificate of Secondary Education or its equivalent
- ii. Must possess Diploma or equivalent qualification in a technical field
- iii. Must have at least three (3) years relevant work experience at Grade 5N or comparable position
- iv. Must provide evidence of



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computer literacy

### Duties and responsibilities

- i. Cleaning of glassware and apparatus for teaching and research
- ii. Dusting of all equipment used for teaching and research
- iii. Ensuring the storage of chemicals in clean, well labeled shelves arranged in order
- iv. Disposal of laboratory wastes according to the required standards
- v. Ensuring safety and security of lab apparatus and equipment
- vi. Carry out other duties and responsibilities as may be assigned from time to time

### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230

### DEPARTMENT OF BUILDING AND CIVIL ENGINEERING

**ASSOCIATE PROFESSOR - (GEOTECHNICAL ENGINEERING / WATER ENGINEERING / TRANSPORTATION ENGINEERING : GRADE: 14A POSTS: 1 REF TUM/ADVERT/EXT/RECR/1/AP/N/ CV/2024**

Position	Grade	Division	Department	Vacant Post
Associate Professor (Geotechnical Engineering/Water Engineering/Transportation Engineering)- Permanent & Pensionable Terms	14A	Academic	Building & Civil Engineering	1

### Reporting to: Chairperson of the department Professional Requirements

- i. Must possess an earned PhD or equivalent Doctoral degree in Geotechnical Engineering /Water Engineering /Transportation Engineering from an accredited and recognized University.
- ii. Minimum three (3) years university teaching and research experience since becoming a Senior lecturer.
- iii. Must be registered with



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Engineers Board of Kenya as a professional engineer and in good standing.

- iv. Must have supervised at least one (1) PhD and two (2) Master's Degree students OR Two (2) Ph.D. students to successful completion since their last promotion, since promotions as a Senior Research Fellow.
- v. Must have at least eight (8) articles in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,  
**OR**  
One (1) University level book in the candidate's professional area published plus four (4) articles published in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,  
**OR**  
One (1) University level book in the candidate's professional area published, two (2) book chapters and two (2) articles published in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,  
**OR**  
Six (6) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent in commercialization process since becoming a Senior Lecturer.
- vi. Show evidence of having mobilized at least a minimum of Kshs.1 million OR provide evidence of having assisted an institution realize a minimum saving of Kshs.1 million from your innovation/interventions since becoming a Senior Lecturer
- vii. Must provide evidence of computer literacy

### **Duties and Responsibilities**

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate level.
- ii. Supervise undergraduate projects and other experiential learning programs
- iii. Supervise dissertations/Theses at the postgraduate level
- iv. Develop undergraduate and graduate courses
- v. Initiate, promote and participate in research projects and publish
- vi. Provide academic leadership through programme development, mentoring and research
- vii. Provide professional and community services and initiate linkages and fund mobilization
- viii. Provide services of Academic Leader
- ix. Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**





## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 14A	180,337-250-668	66,344

**LECTURER ((BUILDING/CIVIL ENGINEERING) : GRADE 12A POST : 1**  
**REF: TUM/ADVERT/EXT/RECR/1/L/N/ BCE /2024**

Position	Grade	Division	Department	Vacant Post
Lecturer (Building/ Civil Engineering) - Permanent & Pensionable Terms	12A	Academic	Building & Civil Engineering	1

### Reporting To: Chairperson of Department Professional Requirements

- Must possess an earned PhD or equivalent Doctoral degree in Building/ Civil Engineering from an accredited and recognized university
- Must be registered with Engineers Board of Kenya as a professional engineer.
- Must provide evidence of computer literacy

### OR

- Must possess Master Degree in Building/Civil Engineering from a recognized university with at least three (3) years' relevant experience in either University, Research or Industry set-up.
- Must be registered with Engineers Board of Kenya as a professional engineer.
- Must provide evidence of computer literacy

### Duties and Responsibilities

- Teach and assess courses in one's discipline at both undergraduate and postgraduate Level
- Supervise undergraduate projects and other experiential learning programs as well as postgraduate dissertations/theses.
- Participate in the development of undergraduate and postgraduate programmes
- Initiate, promote and participate in research projects
- Participate in academic conferences /seminars/ workshops





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- vi. Provide professional and community services and initiate linkages and fund mobilization.
- vii. Carry out other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12A	110,591-160,357	55,286

**TECHNOLOGIST II: GRADE: 7N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/TII/N/B/2024**

Position	Grade	Division	Department	Vacant Post
Technologist II- Permanent & Pensionable Terms	7N	Academic	Building & Civil Engineering	1

### Reporting To: Chief Technologist6

#### Professional Requirements

- i. Must possess Diploma or its equivalent qualification in a technical field
- ii. Must have at least three (3) years relevant work experience at Grade 6N or comparable position
- iii. Must provide evidence of computer literacy

#### Duties and Responsibilities

- i. Preparation of practical classes/courses and keeping of student records, practical allocation and loss/breakage records
- ii. Collection and preparation of teaching and research materials
- iii. Ensure that the laboratory, glass ware and equipment are clean and available for the next practical
- iv. Assist in student projects and research activities
- v. Assisting Students during laboratory/workshop practical sessions
- vi. Carry out other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:



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Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 7N	38,873-54,423	24,768

**TECHNOLOGIST III: GRADE: 6N POST: 2**  
**REF: TUM/ADVERT/TEXT/RECR/1/TIII/N/B/2024**

Position	Grade	Division	Department	Vacant Post
Technologist III- Permanent & Pensionable Terms	6N	Academic	Building & Civil Engineering	2

### Reporting To: Chief Technologist

#### Professional Requirements

- Must possess Certificate of Secondary Education or equivalent
- Must possess Diploma or equivalent qualification in a technical field
- Must have at least three (3) years relevant work experience at Grade 5N or comparable position

#### Duties and responsibilities

- Cleaning of glassware and apparatus for teaching and research
- Dusting of all equipment used for teaching and research
- Ensuring the storage of chemicals in clean, well labeled shelves arranged in order
- Disposal of laboratory wastes according to the required standards
- Ensuring safety and security of lab apparatus and equipment
- Carry out other duties and responsibilities as may be assigned from time to time

#### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230

#### DEPARTMENT OF MEDICAL ENGINEERING

**SENIOR LECTURER (INSTRUMENTATION & CONTROL /BIOMEDICAL ENGINEERING/BIO-INSTRUMENTATION ENGINEERING GRADE:13A**  
**POST : 1 REF: TUM/ADVERT/EXT/RECR/1/SL/N/ICBEBE/2024**



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Position	Grade	Division	Department	Vacant Post
Senior Lecturer – (Instrumentation & Control/Biomedical Engineering/Bio-Instrumentation)- Permanent & Pensionable Terms	13A	Academic	Medical Engineering	1

### Reporting To: Chairperson of Department Professional Requirements

- i. Must possess an earned PhD or equivalent Doctoral degree (Instrumentation & Control)/Mechanical Engineering (Bio -material Science) /Robotics / Artificial Intelligence from an accredited and recognized university Minimum three (3) years University teaching and research experience since becoming a lecturer.
- ii. Must be registered with Engineers Board of Kenya as Professional Engineer and in good standing.
- iii. Must have supervised at least two (2) students at Master level OR one (1) Ph. D. level student to successful completion since becoming a lecturer
- iv. Must have at least six (6) articles in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

One (1) University level book in the candidate's professional area published plus three (3) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer

**OR**

One (1) University level book in the candidate's professional area published, one (1) book chapter and two (2) articles published in refereed journals with minimum impact factor of 0.5 since becoming a lecturer,

**OR**

Four (4) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent/innovation since becoming a lecturer.

- v. Must have attracted a minimum of Kshs.500,000/= funding to the University OR provide evidence of having assisted the University realize a minimum saving of Kshs.500,000/=from his/her innovation/interventions since becoming a Lecturer.
- vi. Provide services of Academic Leader.
- vii. Must provide evidence of computer literacy.



**Duties and Responsibilities**

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate level
- ii. Supervise undergraduate projects and other experiential learning programs and postgraduate dissertations/theses.
- iii. Supervise dissertation/theses at the graduate level
- iv. Develop undergraduate and postgraduate programs
- v. Initiate, promote and participate in research projects
- vi. Participate in academic conferences /seminars/ workshops
- vii. Participate in preparation of Faculty/School development plans.
- viii. Provide professional and community services and initiate linkages and fund mobilization.
- ix. Provide services of Academic Leader
- x. Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**

**REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 13A	144,450-206,563	58,972

**DEPARTMENT OF PRE- CLINICAL SCIENCES**

**ASSOCIATE PROFESSOR (ANATOMY/PHYSIOLOGY/CLINICAL AREAS)  
GRADE 14A POSTS: 1 REF TUM/ADVERT/EXT/RECR/1/AP/N/ APCA/2024**

Position	Grade	Division	Department	Vacant Post
Associate Professor - (Anatomy/Physiology/Clinical areas)- Permanent & Pensionable Terms	14A	Academic	Pre- Clinical Sciences	1

**Reporting to: Chairperson of the department**  
**Professional Requirements**

- i. Must possess an earned PhD or equivalent Doctoral degree in Anatomy/



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- Physiology/Clinical areas from an accredited and recognized University.
- ii. Minimum three (3) years university teaching and research experience since becoming a Senior lecturer.
  - iii. Must be at good standing with Kenya Medical Practitioners and Dentist Council.
  - iv. Must have supervised at least one (1) PhD and two (2) Master's Degree students OR Two (2) Ph.D. students to successful completion since their last promotion, since promotions as a Senior Research Fellow.
  - v. Must have at least eight (8) articles in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,

**OR**

One (1) University level book in the candidate's professional area published plus four (4) articles published in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,

**OR**

One (1) University level book in the candidate's professional area published, two (2) book chapters and two (2) articles published in refereed journals with minimum impact factor of 0.5, since becoming a Senior Lecturer,

**OR**

- Six (6) articles published in refereed journals with a minimum impact factor of 0.5 plus one (1) patent in commercialization process since becoming a Senior Lecturer.
- vi. Show evidence of having mobilized at least a minimum of Kshs.1 million OR provide evidence of having assisted an institution realize a minimum saving of Kshs.1 million from your innovation/interventions since becoming a Senior Lecturer
  - vii. Must have served as an Examination Co-Ordinator/Chairperson of Department/ Associate Dean or Dean of a Medical School or Faculty
  - viii. Being a member in good standing of clinical professional bodies from UK, South Africa, Europe, Australia and USA will be an added advantage.
  - ix. Having serving as an academic leader of school program will be an added advantage.
  - x. Having an ongoing research in clinical related disciplines will be an added advantage.
  - xi. Must provide evidence of computer literacy

### **Duties and Responsibilities**

- i. Teach and assess courses in one's discipline at both undergraduate and postgraduate level.
- ii. Supervise undergraduate projects and other experiential learning programs
- iii. Supervise dissertations/Theses at the postgraduate level
- iv. Develop undergraduate and graduate courses







- v. Initiate, promote and participate in research projects and publish
- vi. Provide academic leadership through programme development, mentoring and research
- vii. Provide professional and community services and initiate linkages and fund mobilization
- viii. Provide services of Academic Leader.
- ix. Carry out other duties and responsibilities as may be assigned from time to time

**NB: The candidate will be subjected to external academic peer review in consultation with the respective faculty**

### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 14A	180,337-250-668	66,344

### INSTITUTE OF COMPUTING AND INFORMATICS

**TECHNOLOGIST III: GRADE: 6N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/TIII/N/ICI/2024**

Position	Grade	Division	Department	Vacant Post
Technologist III - Permanent & Pensionable Terms	6N	Academic	Institute of Computing & Informatics	1

### Reporting To: Chief Technologist Professional Requirements

- i. Must possess Certificate of Secondary Education or equivalent
- ii. Must possess Diploma or equivalent qualification in a technical field
- iii. Must have at least three (3) years relevant work experience at Grade 5N or comparable position

### Duties and responsibilities

- i. Cleaning of glassware and apparatus for teaching and research



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- ii. Dusting of all equipment used for teaching and research
- iii. Ensuring the storage of chemicals in clean, well labeled shelves arranged in order
- iv. Disposal of laboratory wastes according to the required standards
- v. Ensuring safety and security of lab apparatus and equipment
- vi. Carry out other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230

## INSTITUTE OF MARITIME & SEAFARING STUDIES

**TUTORIAL FELLOW (MARINE ENGINEERING): GRADE 11A POST : 1**  
**REF: TUM/ADVERT/EXT/RECR/1/L/O/ME/2024**

Position	Grade	Division	Department	Vacant Post
Tutorial Fellow- (Marine Engineering - Contract Terms	11A	Academic	Institute of Maritime & Seafaring Studies	1

- i. Must possess Master Degree in Marine engineering/ Port Operations and Management/ Maritime Safety Administration / Naval Architecture or any other relevant Maritime Technical qualification from an accredited and recognized university and must be registerable for a Doctor of philosophy (PhD) or equivalent Doctoral degree qualification.
- ii. Must possess a Certificate of Competence (CoC) in compliance with Merchant Shipping (Training & Certification) Regulations 2016 and issued by a state party to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, within the meaning of the STCW Convention and Code.
- iii. Must be a member of a reputable Maritime Professional Association
- iv. Must provide evidence of computer literacy.

**OR**

- i. Must possess Bachelor degree qualification in Marine engineering from an accredited and recognized university in the relevant field and must have registered



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for a relevant Master degree programme.

- ii. Must possess a Certificate of Competence (CoC) in compliance with Merchant Shipping (Training & Certification) Regulations 2016 and issued by a state party to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, within the meaning of the STCW Convention and Code.
- iii. Must be a member of a Reputable Maritime Professional Association
- iv. Must demonstrate potential for university teaching and research.
- v. Must provide evidence of computer literacy.

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 11A	97,842-139,915	51,601

**TECHNOLOGIST II: GRADE: 7N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/1/TIII/N/ME/2024**

Position	Grade	Division	Department	Vacant Post
Technologist II- Permanent & Pensionable Terms	7N	Academic	Institute of Maritime & Seafaring Studies	1

### Reporting To: Chief Technologist

#### Professional Requirements

- i. Must possess Diploma or its equivalent qualification in a technical field
- ii. Must have at least three (3) years relevant work experience at Grade 6N or comparable position
- iii. Must provide evidence of computer literacy

#### Duties and responsibilities

- i. Carry out practical training in line with the requirement of the Merchant Shipping (Training & Certification) Regulations 2016 and the table of competencies in the Seafarers Training, Certification and Watchkeeping (STCW) Code 1978, as amended,
- ii. Cleaning of apparatus machinery and equipment for teaching and research
- iii. Dusting of all equipment used for teaching and research
- iv. Ensuring safe storage of chemicals/Marine paints/lubricants/fuels.
- v. Ensure disposal of laboratory and workshop wastes according to the required standards and requirements of the MARPOL convention 1973/78
- vi. Ensuring safety and security of lab apparatus and equipment



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vii. Carry out other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 7N	38,873-54,423	24,768

## DEPARTMENT OF DEAN OF STUDENTS

### COUNSELOR GRADE: 12N POST: 1 REF: TUM/ADVERT/EXT/RECR/1/C/N/2024

Position	Grade	Division	Department	Vacant Post
Counselor- Permanent & Pensionable Terms	12N	Administration	Dean of Students	1

### Reporting to: Dean of Students

### Professional Requirements

- Must possess Master Degree in Counseling Psychology or its equivalent from a recognized institution.
- Must have at least three (3) years working experience as Senior Assistant Counselor at Grade 11N or position of comparable duties and responsibilities.
- Must be registered with recognized professional body
- Must be provide evidence of computer literacy

### Duties & Responsibilities

- Responsible for all counseling issues
- Coordinate individual and/or group counseling of students on various issues
- Participate in orientation of new students
- Prepare and/or review general information booklets for students
- Liaise with the wardens on matters concerning counseling and guidance of students
- Coordinate family life counseling and education in conjunction with the university Health unit.
- Liaise with the Deans of schools in counseling students with issues concerning academic matters
- Organize counseling seminars/workshops for students and staff
- Prepare and submit Performance Contract reports to relevant bodies





- x. Carry out periodic on-campus analysis of alcohol drug and substance abuse and/or any other life-threatening issues
- xi. Monitor the performances of Peer Educators and Peer Counselors
- xii. Perform any other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 12N	108,714-155,461	55,286

## INFORMATION COMMUNICATION TECHNOLOGY SERVICES DEPARTMENT SENIOR ICT OFFICER III (TEAM LEADER WEB DEVELOPMENT) GRADE 9N POST:1 REF: TUM/ADVERT/EXT /RECR /SICTO/1/N/2024

Position	Grade	Division	Department	Vacant Post
Senior ICT Officer III (Team Leader Web Development)- Permanent and Pensionable Terms	9N	Administration	ICTS	1

**Reporting To: Information and Communication Technology Services Manager**

### Professional Requirements

- i. Must possess Bachelor Degree in Computer Science/Computer Technology/ Information Technology or its equivalent from a recognized institution.
- ii. Must possess relevant technical or professional Qualifications in both SQL server and Linux System Administration.
- iii. Possession of Master degree in Computer Science/Computer Technology/ Information Technology will be an added advantage.
- iv. Must have at least three (3) years working experience as ICT Officer I at Grade 8N or comparable position.
- v. Must be registered with relevant professional body.
- vi. Possession of Project management certification like Project management Professional (PMP) or equivalent will be added advantage.
- vii. Experience as a PHP full stack developer, HTML, JavaScript, Linux OS, Laravel PHP framework, Microsoft SQL server and MySQL database administration, version control system will be added advantage.

### Duties and Responsibilities



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- i. Working closely with Consultants, Developers, project team and reporting to senior management
- ii. Managing software project scope before, during and post-delivery
- iii. Determining requirements and providing project estimates and timelines.
- iv. Overseeing deployments and new releases.
- v. Reviewing code.
- vi. Ensuring project stays within budget and identifying scope creep.
- vii. Solving issues and developing workarounds and alternative solutions.
- viii. Ensuring the regular delivery of projects and products in accordance with Agile methodologies.
- ix. Perform any other duties and responsibilities as may be assigned from time to time

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 9N	50,224- 71,820	31,845

## PROCUREMENT DEPARTMENT

**PROCUREMENT OFFICER II: GRADE: 9N POST: 1**  
**REF: TUM/ADVERT/EXT/RECR/PO/1/N/2024**

Position	Grade	Division	Department	Vacant Post
Procurement Officer II -Permanent and Pensionable Terms	9N	Administration	Procurement Management	1

### Reporting To: Procurement Manager

#### Professional Requirements

- i. Must possess Bachelor Degree with a bias in Procurement/Supplies Management.
- ii. Must have at least three (3) years working experience as Procurement Officer III at Grade 8N or comparable position
- iii. Must be registered with a relevant professional body
- iv. Must possess a working knowledge of Procurement software

#### Duties and Responsibilities

- i. Receive and process purchase requisitions from user Departments/ Sections.
- ii. Receive and review requisitions for clarity, adequate specifications to ensure that bidders will be able to respond to the quotations appropriately.
- iii. Consolidate and prepare proposals for recommendations for award to assigned requisitions.
- iv. Ensure that internal customer and supplier relationship is well maintained for the procurement category to



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- deliver breakthrough performances in cost, service and quality.
- v. Finalize purchase orders, file and archive documents
  - vi. Engage suppliers on performance issues and provide feedback.
  - vii. Up-date and maintain records of all the procurement transactions.
  - viii. Assist the procurement Officer in day-to-day management of Purchasing/Supplies and Stock Control activities in their areas of operation.
  - ix. Offering secretariat services to the various Procurement and Disposal Committees.
  - x. Ensure proper keeping of records and smooth flow of documents within the section and other departments of the University.
  - xi. Carrying out stock-taking.
  - xii. Carry out other duties and responsibilities as may be assigned from time to time.

### REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 9N	50,224- 71,820	31,845

### HEALTH UNIT DEPARTMENT

**NURSING OFFICER II: GRADE: 6N**

**POST:1**

**REF: TUM/ADVERT/EXT/ RECR/1/NOII/N/2024**

Position	Grade	Division	Department	Vacant Post
Nursing Officer II - Permanent & Pensionable Terms	6N	Administration	Health Unit	1

### Reporting To: Senior Nursing Officer I

#### Professional Requirements

- i. Must possess Diploma in Kenya Registered Community Health Nursing or its equivalent from a recognized Institution
- ii. Must be registered with Kenya Nursing Council
- iii. Must have at least three (3) years working experience as Nursing Officer III at Grade 5N or comparable duties and responsibilities.
- iv. Must provide evidence of computer literacy
- v. Evidence of continuing medical education will be an added advantage

#### Duties and Responsibilities

- i. Assisting the Doctor on duty.



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- ii. Evaluating and Providing nursing care of patients
- iii. Organizing and coordinating of nursing services within a section in the Health Unit
- iv. Ensure availability and safety of equipment in Health Unit
- v. Guiding and counseling of patients
- vi. Carry out triage activities
- vii. Perform any other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230

**NURSING OFFICER II: (KWALE CAMPUS) GRADE: 6N POST: 1**  
**REF: TUM/ADVERT/EXT/ RECR /1/NOIIK/N/2024**

Position	Grade	Division	Department	Vacant Post
Nursing Officer II- (Kwale Campus)- Permanent & Pensionable Terms	6N	Administration	Health Unit	1

### Reporting To: Senior Nursing Officer I Professional Requirements

- i. Must possess Diploma in Kenya Registered Community Health Nursing or its equivalent from a recognized Institution
- ii. Must be registered with Kenya Nursing Council
- iii. Must have at least three (3) years working experience as Nursing Officer III at Grade 5N or comparable duties and responsibilities.
- iv. Must provide evidence of computer literacy
- v. Evidence of continuing medical education will be an added advantage

### Duties and Responsibilities

- i. Assisting the Doctor on duty.
- ii. Evaluating and Providing nursing care of patients
- iii. Organizing and coordinating of nursing services within a section in the Health Unit
- iv. Ensure availability and safety of equipment in Health Unit
- v. Guiding and counseling of patients
- vi. Carry out triage activities







vii. Perform any other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 6N	33,481-45,200	21,230

## MAINTENANCE DEPARTMENT

**MAINTENANCE TECHNOLOGIST (QUANTITY SURVEYOR) GRADE: 8N**  
**POST: 1 REF: TUM/ADVERT/EXT/RECR/1/MTQA/N/2024**

Position	Grade	Division	Department	Vacant Post
Maintenance Technologist-(Quantity Surveyor) -Permanent & Pensionable Terms	8N	Administration	Maintenance	1

### Reporting to: Senior Maintenance Officer

#### Professional Requirements

- Must possess a Bachelor's degree in Quantity Surveying or related field.
- Must be registered with Board of Registration of Architects and Quantity Surveyors (BORAQS or registered member of a recognized technical professional body
- Must Provide evidence of computer literacy.

#### Duties and Responsibilities

- Assisting in management of all Maintenance functions.
- Ensuring maintenance of all buildings, plants, properties and equipment
- Preparing reports of buildings, plant, property and equipment
- Assisting in formulating policies proposal on maintenance, buildings, plants, properties and equipment
- Assisting in preparation of departmental budget, procurement plan and work plan.
- Assisting in preparation of bill of quantity for the institution.
- Assigning and Supervision of all maintenance sections
- Assisting in estimate of materials, time and labour cost.
- Ensuring that all maintenance work is done to acceptable standards.
- To liaise with OSHA officer to ensure safety in the department.
- Perform any other duties and responsibilities as may be assigned from time to time by your



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supervisor

**REMUNERATION**

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 8N	43,193-60,470	28,307

**DEPARTMENT OF REGISTRAR (ADMINISTRATION AND PLANNING)**

**OFFICE ADMINISTRATOR III : GRADE 5 N POSTS: 4**  
**REF: TUM/ADVERT/EXT/RECR/OA/1/N/2024**

Position	Grade	Division	Department	Vacant Posts
Office Administrator III -Permanent & Pensionable Terms	5N	Administration	Registrar (AP)	4

**Reporting To: Immediate Supervisor****Professional Requirements**

- i. Must possess Certificate of Secondary Education
  - ii. Must possess Diploma in Secretarial Studies from Kenya National Examinations Council (KNEC) or equivalent qualifications from a recognized institution,
- OR**
- i. Must possess Certificate of Secondary Education
  - ii. Must possess Typewriting III (50 wpm)
  - iii. Must possess Office Management III
  - iv. Must possess Business English II
  - v. Must possess Secretarial Studies II
  - vi. Must possess Commerce II
  - vii. Must possess Shorthand II (90 wpm)
  - viii. Must possess Certificate in Computer Applications (Windows, MS-Word, MS-Excel, MS-Access, PowerPoint and Internet) from a recognized institution

**Duties and Responsibilities**

- i. Receive telephone calls and customers care duties
- ii. Supervise cleaner / messengers
- iii. Type from manuscripts
- iv. Take dictation in shorthand and transcribe
- v. Operate office machines (photocopying/ scanners/ duplicating)
- vi. Undertake routine office duties



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- vii. Access and utilize online information
- viii. Maintain office diary
- ix. Perform any other duties and responsibilities as may be assigned from time to time

## REMUNERATION

The following Public University Salaries and House Allowance Structures shall apply:

Grade	Basic Salary (KSHS)	House Allowance (KSHS)
Grade 5N	29,464- 39,776	17,692

## 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: Career opportunities or <https://jobs.tum.ac.ke/>. **Email and hardcopy applications will not be accepted.**

Application letter should be addressed to;

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

The deadline for submitting application is **9<sup>th</sup> December, 2024** Applications received later than this date will not be considered. Please quote the reference number in your application.

*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*



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