



KAIMOSI FRIENDS UNIVERSITY COLLEGE (KAFUCO)
(A Constituent College of Masinde Muliro University of Science and Technology)

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P.O. Box, 385– 50309
Kaimosi - Kenya

21st July, 2022

Office of the Deputy Principal (F&D)

JOB VACANCY

In pursuit of its mission and mandate, the University wishes to invite applications from qualified candidates to fill the following vacant position in the Academic & Students' Affairs division.

Position	Grade	No. of Post	Ref No:
Senior Assistant Registrar (Academic Affairs)	13	1	KAFU/SAR/AA/7/2022

Requirements for appointment:

- i) Must possess PhD with a Master's degree in Education or any other Social Sciences.
- ii) Three (3) years' relevant working experience as Assistant Registrar Grade 12 or comparable position in a University set up with clear demonstration of experience in operational responsibilities at the office of Registrar (Academic Affairs).
- iii) Must possess relevant professional qualifications
- iv) Must be Computer Literate
- v) Membership to relevant professional body.

Terms of Service

This position is on permanent and pensionable terms.

Timelines

Interested Candidates are required to submit one (1) copy and a soft copy in PDF format to dpfd@kafuco.ac.ke and their curriculum vitae, academic certificates and testimonials addressed to:

Deputy Principal
Finance & Development
Kaimosi Friends University College
P.O BOX 385-50309
KAIMOSI. Email: dpfd

So as to reach him not later than **Monday 8th August, 2022 by 5.00 pm**. Any canvassing will lead to automatic disqualification.

N/B: Only shortlisted candidates will be contacted.

Kaimosi Friends University College is an equal opportunity employer and therefore applicants of either gender or persons with disability are encouraged to apply.