



## KENYA METHODIST UNIVERSITY

Address: P. O. Box 267 - 60200, Meru, Kenya, Tel: 064-30301/31229, Mob: 0723004475, Email: vice.chancellor@kemu.ac.ke

### VACANT POSITIONS

Kenya Methodist University (KeMU) is a Chartered Private University sponsored by the Methodist Church in Kenya. The University has its main campus situated in the outskirts of Meru town with campuses at Nairobi and Mombasa. We would wish to invite qualified applicants for the following positions:

Academic Positions in the School of Medicine & Health Sciences				
	Ref.	Department/Programme	Designation	Grade
1.	KeMU/AA/SMHS/1/6/2020	Clinical Med & Surg-Physician	Lecturer	MU 11
2.	KeMU/AA/SMHS/2/6/2020	Clinical Med & Surg-Surgeon	Lecturer	MU 11
3.	KeMU/AA/SMHS/3/6/2020	Clinical Med & Surg-Pediatrician	Lecturer	MU 11
4.	KeMU/AA/SMHS/4/6/2020	Clinical Med & Surg-Gynecologist & Obsterician	Lecturer	MU 11
5.	KeMU/AA/SMHS/4/6/2020	MBChB - Anesthetic	Lecturer	MU 11
6.	KeMU/AA/SMHS/5/6/2020	MBChB - Ophthalmologist	Lecturer	MU 11
7.	KeMU/AA/SMHS/6/6/2020	MBChB - ENT Surgeon	Lecturer	MU 11
8.	KeMU/AA/SMHS/7/6/2020	MBChB - Radiologist	Lecturer	MU 11
9.	KeMU/AA/SMHS/8/6/2020	MBChB - Histopathologist	Lecturer	MU 11
10.	KeMU/AA/SMHS/9/6/2020	MBChB - Haematologist	Lecturer	MU 11
11.	KeMU/AA/SMHS/10/6/2020	MBChB - Chemical Pathologist	Lecturer	MU 11
12.	KeMU/AA/SMHS/11/6/2020	Nursing	Tutorial Fellow	MU 10
13.	KeMU/AA/SMHS/12/6/2020	Nursing	Clinical Instructor	MU 9
ADMINISTRATIVE POSITIONS				
1.	KeMU/ADM/OPR/1/6/2020	Operations	Carpenter/Artisan	MU 6
2.	KeMU/ADM/OPR/2/3/2020	Operations	Artisan III/Motor Vehicle Mechanic III	MU 8

### **1. LECTURERS KeMU/AA/SMHS/1/6/2020 (4 Posts)**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must have a Masters of Medicine in internal medicine, Reproductive Health, pediatrics or surgery
- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCbB)
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience in a medical school will be an added advantage

### **2. ANESTHETIST (1post) : KeMU/AA/SMHS/2/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCbB)
- Must be a holder of Master of Medicine in Anesthesiology or equivalent
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience in a medical school will be an added advantage.

### **3. OPHTHALMOLOGIST (1post): KeMU/AA/SMHS/3/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCbB)
- Must be a holder of Master of Medicine in Ophthalmology or equivalent
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.

- Teaching experience in a medical school will be an added advantage.

#### **4. ENT SURGEON (1post): KeMU/AA/SMHS/4/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCbB)
- Must be a holder of Master of Medicine in Anesthesiology or equivalent
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience in a medical school will be an added advantage

#### **5. RADIOLOGIST (1post): KeMU/AA/SMHS/4/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCbB)
- Must be a holder of Master of Medicine in Radiology or equivalent
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience in a medical school will be an added advantage.

#### **6. HISTOPATHOLOGIST (ANATOMIC PATHOLOGIST) (2posts):**

**KeMU/AA/SMHS/6/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCbB)
- Must be a holder of Master of Medicine in Anatomic Pathology or its equivalent

- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience and research in a medical school will be an added advantage.

#### **7. HAEMATOLOGIST (1post) : KeMU/AA/SMHS/7/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCChB)
- Must be a holder of Master of Medicine in Hematology or its equivalent
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience and research in a medical school will be an added advantage.

#### **8. CHEMICAL PATHOLOGIST (1post): KeMU/AA/SMHS/8/6/2020**

- Must have a Doctorate degree in Medicine or equivalent qualification from a recognized/accredited academic institution; and be registered or registerable with the relevant professional body (where applicable)

**OR**

- Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBCChB)
- Must be a holder of Master of Medicine in chemical pathology or its equivalent
- The holder must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or the equivalent in the EAC countries and hold a retention certificate of the KMPDC.
- Teaching experience and research in a medical school will be an added advantage.

#### **9. TUTORIAL FELLOW IN NURSING: KeMU/AA/SMHS/9/6/2020**

- Applicants should be holders of MSC Nursing.
- Must be registered by the Nursing Council of Kenya.
- Should have specialization in any of the following areas: Medical/Surgical Nursing; Pediatrics; Critical care Nursing
- Should have at least Three years teaching experience

## **10. LABORATORY TECHNICIAN/ CLINICAL INSTRUCTOR: KeMU/SMHS/10/3/2020**

- Applicants should be holders of BSc Nursing
- Must be registered by Nursing Council of Kenya
- Should have a minimum of 3 years' experience

### **1. CARPENTER ARTISAN: KeMU/ADM/OPR/1/3/2020**

#### **Overall Duties**

Carpentry, masonry work, painting services, for the maintenance of University buildings

#### **Specific Duties**

- Maintain and repair masonry, carpentry, sanitary/plumbing and electrical fittings in all University installations.
- Fabricate and repair items used by various research departments for field and laboratory work.
- Paint and refurbish office spaces and common areas
- Assembles sturdy and well-constructed floorboards, skirting boards, window frames, doors, door linings, staircases, fitted furniture, cabinetry, shelving, and more
- Incorporates fixtures like door handles and locks, cabinet handles, stairway railing, and other fixtures into design and implementation
- Builds temporary housings and supports for setting concrete (shuttering)
- Crafts furniture with fine detail work and/or utmost sturdiness and quality
- Utilizes skills in other related trades such as plumbing, roofing, bricklaying, painting, tiling, plastering, etc.
- Participates in first fixing as well as second fixing work
- Combines carpentry work with joining work
- Repairs and refurbishes existing building work
- Report to supervisor regarding work done and work in progress, and submit duly filled job cards after completion of jobs.

#### **Minimum Requirements/Qualifications**

- KCSE and Government Trade Test III in carpentry, masonry and Painting
- 7 years proven experience in fitting & Joinery/carpenter
- Proven experience in building maintenance.
- Good knowledge of the English and Kiswahili languages, spoken and written.
- Must be a team player, Meticulous, Precise, Artistic, Careful and Craftsmanship.
- Must have basic computer skills.

## 2. ARTISAN II (MOTOR VEHICLE MECHANIC II): KeMU/ADM/OPR/2/3/2020

### Duties and Responsibilities

- Inspecting and testing vehicles.
- Completing preventive maintenance such as, engine tune-ups, oil changes, tire rotation and changes, wheel balancing, replacing filters.
- Maintain vehicles in functional condition by listening to operator complaints; conducting inspections; repairing engine failures.
- Repairing mechanical malfunctions.
- Replacing parts and components.
- Verifying vehicle serviceability by conducting test drives; adjusting controls and systems.
- Maintaining vehicle records by recording service and repairs

### Qualifications

- Kenya Certificate of Secondary Education (KCSE) mean grade 'D' plain or its equivalent from a recognized institution; and
- Artisan National Trade Test Certificate Grade II/apprentice Certificate awarded by the National Industrial Training Authority or its equivalent, and relevant qualification from a recognized institution
- 7 years proven experience as a Motor Vehicle Mechanic.
- Good knowledge of the English and Kiswahili languages, spoken and written.
- Must be a team player and Meticulous in Craftsmanship.
- Must have basic computer skills

**How to apply:**

Interested applicants should send three (3) copies of their application, accompanied by detailed Curriculum Vitae (CV), copies of academic and professional certificates, National ID card or passport, and other relevant testimonials. Applicants who will be invited for the interview will be required to bring the following:

Clearance certificate from;

- i. Kenya Revenue Authority;
- ii. Higher Education Loans Board;
- iii. Ethics and Anti-Corruption Commission;
- iv. Credit Reference Bureau;
- v. Certificate of Good Conduct from Criminal Investigation Department;
- vi. Letters of recommendation (in sealed envelopes) from at least three persons familiar with the applicant's professional experience and general character one of whom must be the pastor/head of their local church.

- i) Three (3) hard copies of the application (Letter, CV, Certificates and Testimonials) should be sent to:

**The Vice Chancellor  
Kenya Methodist University  
P. O. Box 267 – 60200  
MERU, KENYA**

- ii) An electronic copy of the application (Letter, CV, Certificates and Testimonials) in PDF format should be sent to:

**[vice.chancellor@kemu.ac.ke](mailto:vice.chancellor@kemu.ac.ke)**

To be received on or before **10<sup>th</sup> July 2020**. Only shortlisted candidates will be contacted.

All the positions above require individuals who are committed to Christian values and are of high ethical standards, integrity, and professionalism. Confidential information may be sought from previous employers for those already employed.

**KeMU is an Equal Opportunity Employer.**