



**MASINDE MULIRO UNIVERSITY OF SCIENCE AND TECHNOLOGY
(MMUST)**

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Office of the Deputy Vice Chancellor (Administration & Finance)

VACANCIES

In pursuit of its Mission to provide excellent University education, training and research through integrating science, technology and innovation into quality programmes to suit the needs of a dynamic world, Masinde Muliro University of Science & Technology invites applications from suitably qualified candidates for the following vacant positions.

1.0 SCHOOL OF PUBLIC HEALTH, BIOMEDICAL SCIENCE AND TECHNOLOGY			
DEPARTMENT OF PUBLIC HEALTH			
Designation	Advert Ref	Posts	Area of Specialisation
Senior Lecturer	AC/01/01/17	1	Experience and evidence of practice in Health Systems Management and population/Global Health.
Lecturer	AC/01/02/17	2	Experience in teaching medical statistics/environmental health to medical and non-medical students or evidence in Community health practice and partnership development or experience in web learning modules in health.
Tutorial Fellow	AC/01/03/17	2	Demonstrable evidence of interest to pursue higher qualifications in Public Health or Community Health and or medical statistics for medical and non-medical students or environmental health and toxicology.
DEPARTMENT OF HEALTH PROFESSIONS EDUCATION			
Senior Lecturer	AC/01/04/17	1	Physiotherapy
Lecturer	AC/01/05/17	2	Physiotherapy
Tutorial Fellow	AC/01/06/17	2	Physiotherapy
Clinical Instructor	AD/01/01/17	2	Physiotherapy
DEPARTMENT OF MEDICAL LABORATORY SCIENCE			
Professor	AC/01/07/17	1	Clinical Chemistry (Must have a Bachelor's Degree in Medical Laboratory Sciences or equivalent or HND in the relevant areas in addition Masters and Ph.D qualifications.)
Associate Professor	AC/01/08/17	1	Medical Immunology (Must have a Bachelors Degree in Medical Laboratory Sciences or equivalent or HND in the relevant areas in addition Masters and Ph.D qualifications.)
Senior Lecturer	AC/01/09/17	4	Pharmacognosy/Medicinal,Clinical Chemistry and Pharmaceutics, Medical Laboratory Science (Medical Virology), Forensic Laboratory Medicine and Medical Biotechnology (Must have a Bachelor's Degree in Medical Laboratory Sciences or equivalent or HND in the relevant areas in addition Masters and Ph.D qualifications.)
Lecturer	AC/01/10/17	11	Medical Mycology,MedicalBacteriology,Medical Parasitology and Vector Biology,Medical Bio-Technology,Histopathology&Cytopathology,Haematology and Blood Transfusion Science,Clinical Chemistry) Experimental Medical Entomology Medical Biochemistry and Molecular Technology Forensic Biology and Technology (Applicants with Medical Laboratory qualifications and KMLTTB registration for professional practice of at least technologist category will have an added advantage for the non-medical laboratory science and technology positions. Applicants with postgraduate qualifications in Medical Biochemistry may apply for the

			position of Lecturer in Medical Biochemistry and Molecular technology, if they have had training and experience in molecular technology. Applicants with masters and PhD in Molecular Biology with evidence of training and experience in Molecular Technology and its forensic application may apply for the position in Forensic Biology and Technology
Senior Technologist	AD/01/02/17	1	Histopathology and Cytopathology
Medical Laboratory Technologist III	AD/01/03/17	3	Medical Laboratory, Medical Biotechnology, Forensic Science and Technology, Clinical Chemistry
Asst. Medical Laboratory Technologist II	AD/01/04/17	2	Medical Laboratory
FACULTY OF ENGINEERING			
DEPARTMENT OF CIVIL AND STRUCTURAL ENGINEERING			
Technician III	AD/01/05/17	4	Concrete & Structure, Engineering Survey, Soils and Highway, Public Health.
DEPARTMENT OF MECHANICAL AND INDUSTRIAL ENGINEERING			
Technician III	AD/01/06/17	2	Manufacturing Processes and Mechanics, Metrology and Material Testing
DEPARTMENT OF ELECTRICAL AND COMMUNICATIONS ENGINEERING			
Technician III	AD/01/07/17	5	Electrical Machines, Electrical Power Systems & High Voltage Technology, Electronics, Telecommunications, Computer Aided Design
SCHOOL OF ARTS AND SOCIAL SCIENCES			
DEPARTMENT OF JOURNALISM AND MASS COMMUNICATION			
Tutorial Fellow	AC/01/11/17	1	Broadcast Media/Radio and TV Production.
ADMINISTRATION AND FINANCE DIVISION			
FINANCE DEPARTMENT			
Senior Accountant	AD/01/08/17	2	Students Finance/Financial Reporting Section
Senior Accounts Assistant	AD/01/09/17	2	(Expenditure/Payroll/Students Finance/Financial Accounting)
PROCUREMENT DEPARTMENT			
Senior Procurement Officer	AD/01/10/17	1	Procurement
Procurement Officer	AD/01/11/17	1	Procurement
Senior Procurement /Supplies Assistant I	AD/01/12/17	2	Procurement
ACADEMIC AND STUDENT AFFAIRS DIVISION			
OFFICE OF THE DEAN OF STUDENTS.			
Assistant Students Counselor I	AD/01/13/17	1	Guidance and Counselling.

OPEN, DISTANCE & E-LEARNING DIRECTORATE			
E-Learning Curriculum Implimentation & Examination Administrator	AD/01/14/17	1	On-line Curriculum Implementation & Examination.
E-Learning Student Support Administrator	AD/01/15/17	1	On-line admission; online student orientation; communication and online support services.

MINIMUM CRITERIA FOR APPOINTMENT

ACADEMIC STAFF

PROFESSOR (GRADE XV)

Applicants should have an earned PhD or equivalent degree qualification in the relevant area from an accredited and recognized university; at least three (3) years teaching and research experience since being appointed Associate Professor or equivalent and research experience. In addition, they must have accumulated a minimum of sixty (60) equivalent publication points since attaining Associate Professorship or equivalent of which at least forty (40) should be from refereed scholarly journals; supervised a minimum of five (5) postgraduate students to completion, at least two (2) at doctoral level; registered with relevant professional bodies (where applicable); and attracted research or development funds as an Associate Professor or equivalent.

The successful applicants will be expected to provide academic leadership in the department by teaching both undergraduate and postgraduate courses in their areas of specialization, supervise postgraduate students, initiate and carry out research and participate in community service.

ASSOCIATE PROFESSOR (GRADE XIV)

Applicants should have an earned PhD or equivalent degree qualification in the relevant area from an accredited and recognized university; at least three (3) years teaching and research experience since being appointed Senior Lecturer or equivalent and research experience. In addition, they must have accumulated a minimum of forty eight (48) equivalent publication points since attaining Senior Lecturer or equivalent of which at least thirty two (32) should be from refereed scholarly journals; supervised a minimum of four (4) postgraduate students to completion, including at least one (1) at doctoral level; registered with relevant professional bodies (where applicable); and attracted research or development funds as a Senior Lecturer or equivalent.

The successful applicants will be expected to provide academic leadership in the department by teaching both undergraduate and postgraduate courses in their areas of specialization, supervise postgraduate students, initiate and carry out research and participate in community service.

SENIOR LECTURER (GRADE XIII)

Applicants should have an earned PhD or equivalent degree qualification (or a master's degree qualification in special cases) in the relevant area from an accredited and recognized university; at least three (3) years teaching experience at university level since being appointed Lecturer or six (6) years research/industry experience. In addition, they must have accumulated a minimum of thirty two (32) equivalent publication points since attaining

Lecturer or equivalent of which at least twenty four (24) should be from refereed scholarly journals; supervised a minimum of three (3) postgraduate students to completion, as a lecturer or equivalent; registered with relevant professional bodies (where applicable).

LECTURER (GRADE XII)

Applicants should have an earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university; and be registered or registerable with the relevant professional body (where applicable) **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 a minimum of twenty four (24) publication points, of which at least sixteen (16) should be from refereed journals papers; and registered with relevant professional body (where applicable).

TUTORIAL FELLOW (GRADE XI)

Applicants must possess a Bachelor's degree and a Master's degree qualification from an accredited and recognized University in the relevant field; be registerable for a Doctor of Philosophy or equivalent Doctoral Degree qualification; and be registered with relevant professional bodies where applicable.

NON ACADEMIC STAFF

DEPARTMENT OF CIVIL AND STRUCTURAL ENGINEERING

(Area of specialization: Concrete & Structure, Engineering Survey, Soils and Highway, Public Health)

TECHNICIAN III - SCALE V

Applicants must possess a Diploma in relevant field with related working experience OR Certificate in relevant area with six (6) years working experience three (3) of which as Laboratory Assistant Scale IV or its equivalent. In addition, be a member of a professional body and ICT Competent.

DEPARTMENT OF MECHANICAL ENGINEERING

TECHNICIAN III SCALE V *(Area of specialization: Manufacturing Processes and Mechanics, Metrology and Material Testing)*

Applicants must possess a Diploma in relevant field with related working experience OR Certificate in relevant area with six (6) years working experience three (3) of which as Laboratory Assistant Scale IV or its equivalent. In addition, be a member of a professional body and ICT Competent.

DEPARTMENT OF ELECTRICAL AND COMMUNICATION ENGINEERING

TECHNICIAN III SCALE V *(Area of specialization Electrical Machines, Electrical Power Systems & High Voltage Technology, Electronics, Telecommunications, Computer Aided Design)*

Applicants must possess a Diploma in relevant field with related working experience OR Certificate in relevant area with six (6) years working experience three (3) of which as Laboratory Assistant Scale IV or its equivalent. In addition, be a member of a professional body and ICT Competent

DEPARTMENT OF MEDICAL LABORATORY SCIENCES

MEDICAL LABORATORY TECHNOLOGIST III – SCALE X (HISTOPATHOLGY AND CYTOPATHOLOGY)

Applicants must have a Bachelors Degree in Medical Laboratory Science **OR** Higher National Diploma in Medical Laboratory Science with Six (6) years working experience three (3) of which as Assistant Medical Laboratory Technologist Scale IX or its equivalent **OR** Diploma Medical Laboratory Science with nine (9) years working experience three (3) of which as Medical Laboratory Technologist Scale IX or its equivalent. In addition, applicants with post working experience in a level five (5) hospitals /biomedical research facility will have an added advantage

ASSISTANT MEDICAL LABORATORY TECHNOLOGISTS II - SCALE VIII

Higher National Diploma in Medical Laboratory Science **OR** Diploma in Medical Laboratory Science with three (3) years working experience as Assistant Medical Laboratory Technologist Scale VII or its equivalent.

ASSISTANT MEDICAL LABORATORY TECHNOLOGISTS III - SCALE VII

Applicants must have a Diploma in Medical Laboratory Science with at least three (3) years post qualification work experience as a Medical Laboratory Technician Scale VI.

FINANCE DEPARTMENT

SENIOR ACCOUNTANT –SCALE XIII

(Students Finance/Financial Reporting Section)

Applicants must have Master's Degree in Accounting, Finance or its equivalent and CPA III (K) or equivalent with nine (9) years working experience three (3) of which as Accountant Scale XII or its equivalent. In addition, those with membership to recognized professional body and ICT Competent in Accounting Software will have an added advantage.

SENIOR ACCOUNTS ASSISTANT I SCALE VIII

Applicants must have Bachelors Degree in Finance, Accounting or Business Administration and CPA Part I **OR** Certified Public Accountants III CPA (K) or its recognized equivalent **OR** Certified Public Accountants Part II with six (6) years working experience three (3) of which as Senior Accounts Assistant Scale VII or its equivalent. In addition, those with membership to recognized professional body and ICT Competent in Accounting Software will have an added advantage.

PROCUREMENT DEPARTMENT

SENIOR PROCUREMENT/SUPPLIES OFFICER - SCALE XIII

Applicants must have a Masters Degree in Procurement and Supplies Management with nine (9) years work experience three (3) of which as a Procurement/Supplies Officer Scale XII or its equivalent. In addition those registered with the relevant professional body and ICT Competent will have an added advantage

PROCUREMENT/SUPPLIES OFFICER I - SCALE XII

Applicants must have a Masters Degree in Procurement and Supplies with six(6) years work experience three(3) of which as a Procurement/Supplies Officer Scale XI or its equivalent **OR** Bachelors Degree in Procurement and Supplies Management with twelve (12) years' work experience three(3) of which as a Procurement/Supplies Officer Scale XI or its equivalent. In addition those registered with the relevant professional body and ICT Competent will have an added advantage

MMUST is ISO 9001:2008 Certified

SENIOR PROCUREMENT/SUPPLIES ASSISTANT I– SCALE VIII

Applicants must have a Bachelors Degree in Procurement and Supplies Management **OR** Higher Diploma in Purchasing and Supplies Chain Management with six(6) years working experience three(3) of which as Senior Procurement/Supplies Assistant Scale VII or its equivalent **OR** Diploma in Purchasing and supplies Chain Management with nine(9) years working experience three(3) of which as Senior Procurement/Supplies Assistant Scale VII or its equivalent.

OFFICE OF THE DEAN OF STUDENTS

ASSISTANT STUDENTS COUNSELLOR I- SCALE X

Applicants must have a Masters Degree in Counseling Psychology, Psychology, Guidance and Counseling or Psychiatry **OR** Bachelors Degree in Counseling Psychology, Psychology, Guidance and Counseling or Psychiatry or Bachelors Degree in Education or Social Sciences with Diploma in Counseling Psychology, Psychology, Guidance and Counseling or Psychiatry with six (6) years working experience three (3) of which as Assistant Students Counselor Scale IX or its equivalent. In addition those registered with the relevant professional body and ICT Competent will have an added advantage.

OPEN, DISTANCE AND E-LEARNING DIRECTORATE

E-LEARNING CURRICULUM IMPLIMENTATION AND EXAMINATION ADMINISTRATOR –SCALE VIII

Applicants must have a basic Bachelors degree, with atleast two (2) years experience in ODEL matters in a University set up. In addition, they must have evidence of Training in e-Learning systems administration, module development, self instruction material and e-Learning student support system. Excellent communication skills on e-learning set up and proficient in computer is highly essential.

E-LEARNING STUDENT SUPPORT ADMINISTRATOR-SCALE VIII

Applicants must have a basic Bachelors degree, with atleast two (2) years experience in ODEL matters in a University set up. In addition, they must have evidence of Training in e-Learning systems administration, module development, self instruction material and e-Learning student support system. Excellent communication skills on e-learning set up and proficient in computer is highly essential

TERMS OF SERVICE

Appointment to the positions will be on permanent and pensionable terms subject to successful completion of probation. Benefits include: a contributory pension scheme or payment of gratuity for those on contract terms, non-contributory medical scheme, generous housing allowance and paid leave among others.

APPLICATION MODE

Applicants should send ten (10) hard copies of their application to the undersigned clearly indicating the advert reference number of the position of interest on the envelope, In addition, send an email clearly quoting the advert reference number on the subject line. An updated curriculum vitae and cover letter only, on **a running PDF format as one attachment** should be emailed to recruitment@mmust.ac.ke so as to us reach us not later than **Thursday 23rd March, 2017.**

NB: Applicants for teaching positions in the department of Medical Laboratory Science must possess post qualification diagnostics/Clinical laboratory working experience in a University/referral hospital for at least five (5) years and evidence of registration with KMLTTB.

Applicants for the positions of Professor and Associate Professor must submit publications published since attainment of Associate Professor and Senior Lecturer respectively.

Applicants are advised to request their referees to write letters of reference directly to the address below to be received by the deadline. Those wishing to apply may submit their application to the office of the Deputy Vice Chancellor (Administration & Finance) personally or post to the address below so as to reach him not later than **Thursday 23rd March, 2017**. **Only shortlisted candidates will be acknowledged.**

MMUST does not levy any fees in the process of recruitment & selection of applicants.

**Deputy Vice Chancellor (Administration & Finance)
Masinde Muliro University of Science and Technology
P.O. Box 190-50100
KAKAMEGA**

MMUST IS AN EQUAL OPPORTUNITY EMPLOYER