



MURANG'A UNIVERSITY OF TECHNOLOGY

INTERNAL ADVERTISEMENT FOR ACADEMIC AND ADMINISTRATIVE POSITIONS

A. ACADEMIC POSITIONS

S/No	Designation	Specialization	Grade	Number	Reference No.
1.	Professor	Commerce	15	1	MUT 1/9/2026
2.	Associate Professor	Education Technology	14	1	MUT 2/9/2026
3.		Humanities	14	1	MUT 3/9/2026
4.		Information Technology	14	1	MUT 4/9/2026
5.		Agricultural Economics and Extension	14	2	MUT 5/9/2026
6.		Plants and Animal Sciences	14	1	MUT 6/9/2026
7.		Biological Sciences	14	1	MUT 7/9/2026
8.	Senior Lecturer	Supply Chain Management	13	1	MUT 8/9/2026
9.		Curriculum Instruction and Administration	13	1	MUT 9/9/2026
10.		Linguistics	13	1	MUT 10/9/2026
11.		Computer Science	13	1	MUT 11/9/2026
12.		Chemistry	13	2	MUT 12/9/2026
13.		Building and Civil Engineering	13	1	MUT 13/9/2026
14.		Electrical and Electronic Engineering	13	1	MUT 14/9/2026
15.		Mechanical Engineering	13	1	MUT 15/9/2026
16.	Lecturer	Strategic Management	12	1	MUT 16/9/2026
17.		Procurement and Supply	12	1	MUT 17/9/2026



MUT IS ISO 9001: 2015 & ISO/IEC 27001:2013 CERTIFIED



		Chain Management			
18.		Marketing		2	MUT 18/9/2026
19.		Information Technology	12	3	MUT 19/9/2026
20.		Public Administration	12	1	MUT 20/9/2026
21.	Tutorial Fellow	Public Health	11	4	MUT 21/9/2026
22.		Education Technology			MUT 22/9/2026
23.		Hospitality Management			MUT 23/9/2026

B. ADMINISTRATIVE POSITIONS

S/No	Designation	Specialization/ Department	Grade	Number	Reference No.
1.	Senior Accountant	Finance	13	1	MUT 24/9/2026
2.	Senior Administrative Assistant I	Security	11	1	MUT 25/9/2026
3.	Senior Administrative Assistant II	Education and Technology	9/10	1	MUT 26/9/2026
4.	Technologist	Physical and Biological Sciences	9/10	1	MUT 27/9/2026
5.	Purchasing Assistant	Procurement	9/10	1	MUT 28/9/2026
6.	Maintenance Assistant (Electrical)	Estate	7/8	1	MUT 29/9/2026
7.	Assistant Cateress	Catering	7/8	1	MUT 30/9/2026
8.	Administrative Assistant	Administration	7/8	8	MUT 31/9/2026
9.	Technologist	Physical and Biological Sciences	7/8	1	MUT 32/9/2026
10.	Library Assistant	Library	7/8	2	MUT 33/9/2026
11.	Technologist	MUTES	7/8	1	MUT 34/9/2026
12.	Senior Driver II	Transport	7/8	1	MUT 35/9/2026



13.	Transport Assistant	Transport	5/6	1	MUT 36/9/2026
14.	Clerical Officer	MUTES	5/6	1	MUT 37/9/2026
15.	Library Assistant	Library	5/6	1	MUT 38/9/2026
16.	Medical Records Clerk	Health Unit	5/6	1	MUT 39/9/2026
17.	Nurse	Health Unit	5/6	1	MUT 40/9/2026
18.	Laundry Supervisor	Housekeeping	5/6	1	MUT 41/9/2026
19.	ICT Technician	ICT	5/6	1	MUT 42/9/2026
20.	Maintenance Foreman (Electrical)	Estates	5/6	1	MUT 43/9/2026
21.	Accounts Clerk	Finance	3/4	1	MUT 44/9/2026
22.	Carpenter	Estates	3/4	1	MUT 45/9/2026

a) Requirements for the position of Professor Grade 15

- i) An earned Ph.D or equivalent degree qualification (or a masters degree qualification in special cases) in the relevant field from an accredited and recognized university;
- ii) At least three (3) years teaching experience as an Associate Professor or equivalent
- iii) A minimum of sixty (60) publications since attaining Associate Professorship or equivalent; forty (40) of them from refereed scholarly journals;
- iv) Supervised to completion a minimum of five (5) postgraduate students, at least two(2) at doctoral level;
- v) Attracted research or development funds as an Associate Professor or equivalent
- vi) Registered with the relevant professional body (where applicable).

b) Requirements for the position of Associate Professor Grade 14

- i) An earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university;
- ii) At least three (3) years teaching experience at the university level as a senior lecturer, or senior researcher/industry experience or equivalent;
- iii) A minimum of forty eight (48) publication points as a senior lecturer or equivalent; thirty two (32) of them from refereed scholarly journals;
- iv) Supervised to completion a minimum of four (4) postgraduate students; including at least one (1) doctoral student, as a senior lecturer/senior research fellow;
- v) Attracted research or development funds as a senior lecturer/senior research fellow;
- vi) Registered with the relevant professional body (where applicable)



c) Requirements for the position of Senior Lecturer Grade 13

- i) An earned PhD or equivalent degree qualification (or a Master's degree qualification in special cases) in the relevant field from an accredited and recognized university
- ii) At least three (3) years of teaching experience at the university level as a lecturer or six (6) years research/industry experience;
- iii) A minimum of thirty-two (32) publication points as a lecturer or equivalent; at least twenty-four (24) of them from refereed scholarly journals;
- iv) Supervised to completion at least three (3) postgraduate students as a lecturer or equivalent;
- v) Attracted research funds as a lecturer or equivalent;
- vi) Been registered with the relevant professional body (where applicable).

d) Requirements for the position of Lecturer Grade 12

- i) Have an earned PhD or equivalent degree qualification in the relevant field from an accredited and recognized university, and be registered or registerable by the relevant professional body (where applicable); OR
- ii) Have 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;
- iii) Have a minimum of twenty-four (24) publication points; at least sixteen (16) of them from referred journal papers;
- iv) Be registered with the relevant professional body (where applicable).

e) Requirements for the position of Tutorial Fellow Grade 11

- i) Have a Bachelor's degree and a Master's degree qualification from an accredited and recognized university in the relevant field;
- ii) Be registerable for a Doctor of Philosophy (PhD) or equivalent Doctoral degree qualification;
- iii) Be registered or registerable with the relevant professional body (where applicable).
- iv) Demonstrate potential for university teaching and research.

f) Requirements for the position of Senior Accountant Grade 13

- i) Ph.D. degree in Finance/Accounting or its equivalent.
- ii) Six (6) years experience in financial management, three (3) years at the level of Accountant I or equivalent.
- iii) Be a member of a recognized Professional Accounting body with a current practicing certificate.
- iv) Have outstanding professional competence and hands-on experience in Financial Management and reporting.
- v) Demonstrated high administrative capabilities.
- vi) Must be computer literate (Accounting packages).with detailed understanding of ERP.
- vii) Satisfy the requirements of Chapter Six of the Constitution of Kenya on Leadership and Integrity.

OR

- i) Holders of MBA (Finance/Accounting option) or its equivalent and CPA (K).
- ii) Nine (9) years experience in financial management, three (3) at the level of Accountant I or equivalent.
- iii) Be a member of a recognized Professional Accounting body with a current practicing certificate.



- iv) Have outstanding professional competence and hands-on experience in Financial Management and reporting.
- v) Demonstrated high administrative capabilities.
- vi) Must be computer literate (Accounting packages) with detailed understanding of ERP.

g) Requirements for the position of Senior Administrative Assistant I, Administration Grade 11

- i) Masters degree in Social Science or relevant professional or postgraduate qualification in management plus three (3) years relevant experience
- ii) Must be computer literate

OR

For serving officers

- i) Must have served as a Senior Administrative Assistant II grade 9/10 for at least three (3) years
- ii) Must satisfy other administrative requirements through satisfactory performance.
- iii) Must be computer literate

h) Requirements for the position of Senior Administrative Assistant II, Administration Grade 9/10

- i) Masters degree in Social Science or relevant professional or postgraduate qualification management.
- ii) Must be computer literate

OR

On promotion for serving officers:

- i) A Bachelor degree in Social Science or relevant professional qualification.
- ii) Must have served as an Administrative Assistant Grade 7/8 for at least three (3) years
- iii) Must satisfy other administrative requirements through satisfactory performance.
- iv) Must be computer literate

i) Requirements for the position of Technologist Grade 9/10

- i) Masters degree in the relevant discipline or related professional qualification.

OR

- i) On promotion for serving officers.
- ii) A Bachelors degree in the relevant discipline.
- iii) Must have served as a technologist Grade 7/8 for three (3) years
- iv) Must be computer literate.

j) Requirements for the position of Purchasing Assistant Grade 9/10

- i) Bachelors degree in Economics/Commerce (Supplies Management Option)/ Business Administration or equivalent, plus Postgraduate Diploma in Supplies and Management.
- ii) Five (5) years of relevant experience, three (3) years experience in supplies and management at the level of Supplies Assistant Grade 7/8.

k) Requirements for the position of Maintenance Assistant (Electrical) Grade 7/8

- i) Bachelor Degree or National Diploma in Building and Civil Engineering or an equivalent qualification.

OR



- i) Ordinary Diploma in Construction maintenance with a minimum of six (6) years working experience three (3) of which must have been at Grade 5/6.
- ii) Must have experience in the supervision of construction projects including organization and execution of maintenance works.

l) Requirements for the position of Assistant Cateress Grade 7/8

- i) Bachelors Degree/National Diploma in Institutional or Hotel Management or its equivalent.
- ii) Three (3) years working experience in a busy institutional Kitchen or Hotel set-up.

m) Requirements for the position of Administrative Assistant Grade 7/8

- i) Bachelor's degree (at least lower 2nd class Hons.) from a recognized university.
OR
- i) For serving officers:
- ii) Three (3) years at Grade 5/6(Clerical staff) holding either CPS IV or National Diploma from accredited institution
- iii) Must be computer literate.

n) Requirements for the position of Technologist Grade 7/8

- i) National Diploma or Bachelor of Science degree in a relevant field.
- ii) Must be computer literate

o) Requirements for the position of Library Assistant Grade 7/8

- i) Bachelors degree in Library/Information science.
- ii) Must be computer literate.

p) Requirements for the position of Senior Driver II Grade 7/8

- i) Have at least KCSE level of education.
- ii) Have a clean valid driving license classes ABCE and PSV.
- iii) Have passed in Occupational Test Grade I.
- iv) Have a certificate in First Aid.
- v) Have at least five (5) years satisfactory previous driving experience at Grade 5/6 or its equivalent.
- vi) Certificate of good conduct.
- vii) Must be at least 35 years old.

q) Requirements for the position of Transport Assistant Grade 5/6

- i) Ordinary Diploma in Transport Management.
- ii) KCSE Mean grade C or its equivalent.
- iii) One (1) year post training experience in transport management.
- iv) Valid driving license.
- v) Must be computer literate.

r) Requirements for the position of Clerical Officer Grade 5/6

- i) CPS II or Diploma in Archives and Records Management or equivalent
- ii) Three (3) years experience as Records Clerk

s) Requirements for the position of Library Assistant Grade 5/6

- i) Ordinary Diploma in Library and Information Science.
- ii) At least one (1) year work experience.
- iii) Must be computer literate.



t) Requirements for the position of Medical Records Clerk Grade 5/6

- i) Diploma in Medical Records Management or its equivalent.
- ii) Certificate of registration from the Association of Medical Records Officers.
- iii) Certificate in Computer application skills from a recognized institution.

u) Requirements for the position of Nurse Grade 5/6

- i) Diploma in Kenya Community Health Nursing from a recognized institution.
- ii) Certificate of registration from the Nursing Council of Kenya.
- iii) Certificate in Computer application skills from a recognized institution.

OR

- i) Certificate in Community Health Nursing from a recognized institution.
- ii) Three (3) years experience in a busy health facility.
- iii) Certificate of registration from the Nursing Council of Kenya.
- iv) Certificate in Computer application skills from a recognized institution.

v) Requirements for the position of Laundry Supervisor Grade 5/6

- i) Diploma in Institutional Management or equivalent qualification.

w) Requirements for the position of ICT Technician Grade 5/6

- i) A Higher National Diploma in Electrical/Electronic Engineering, Computer Science, Information Systems or equivalent qualification from a recognized institution.

OR

An Ordinary Diploma in Computer Science, Information Technology, Information Systems, Electrical/Electronic Engineering or equivalent qualification from a recognized institution with at least 3 years' experience performing routine preventive maintenance on systems software, applications, hardware, networking, and communications.

- ii) Must have the following skills:

- a) Must have technical skills in maintenance of ICT hardware, communication infrastructure and peripherals;
- b) Must have sound systems analytical and diagnostic skills;
- c) Must have PC Security and software installation and configuration skills; and
- d) Must have effective communication and good interpersonal skills.

x) Requirements for the position of Maintenance Foreman (Electrical) Grade 5/6

- i) At least KCSE level of education with a minimum of Grade D+ and above (KCE Division III).
- ii) Must have ordinary diploma in relevant area or its equivalent.
- iii) Three (3) years supervisory experience at Grade $\frac{3}{4}$.

y) Requirements for the position of Accounts Clerk Grade 3/4

- i) KCSE Grade C- or above or KCE Division III or above.
- ii) ACNC 1/KATC 1/GAC Certificate.
- iii) CPA Part I.
- iv) Knowledge of computer operations shall be an added advantage.
- v) Knowledge of basic clerical, operational or customer service skills acquired through education, experience or on the job training.
- vi) Must be computer literate (Accounting packages) with detailed understanding of ERP.



z) Requirements for the position of Carpenter Grade 3/4

- i) At least KCSE level of education with a minimum of D+ (plus).
- ii) Must be in possession of relevant government trade test grade I.
- iii) Must have at least three (3) years experience in grade 1/2

How to apply:

Applicants are required to apply online through the online link (<https://e.kobotoolbox.org/x/13NuVUM3>) available on the portal (careers section). In addition, **submit one (1) copy** of the application clearly sealed and marked on the envelope “application for the position of specific area applying for” to the undersigned. The application should contain a detailed curriculum vitae indicating academic qualifications, professional experience, leadership and management roles, membership of professional associations, email address and telephone contacts, evidence of publications, supervision and research grants, copies of academic certificates and other relevant documents. The deadline for submitting application is **Monday 28th September, 2026 at 5.00 p.m.** Only shortlisted candidates will be contacted. Canvassing will lead to automatic disqualification.

**The Vice Chancellor
Murang’a University of Technology
P. O. Box 75 – 10200,
MURANG’A.**

