



KENYA METHODIST UNIVERSITY

VACANCIES

Kenya Methodist University (KeMU) is a chartered private Christian University whose vision is to be a globally competitive Christian University producing the next generation of professional and transformational leaders. The seat of the University is situated in Meru with campuses in Nairobi and Mombasa. We would wish to invite qualified applicants for the following positions:

S.N.	Ref.	Department	Designation	Grade
ADMINISTRATIVE POSITIONS				
1.	KeMU/ADM/CAR/1/6/2025	Operations	Carpenter	MU 6
ACADEMIC POSITIONS				
2.	KeMU/ASA/MLS/1/6/2025	Medical Laboratory Sciences	Senior Lecturer	MU 13
3.	KeMU/ASA/MLS/2/6/2025	Health systems Management	Senior Lecturer	MU 13
4.	KeMU/ASA/BMBS/3/6/2025	Medicine & Surgery	Lecturer	MU 12
5.	KeMU/ASA/PHA/4/6/2025	Pharmacy	Lecturer	MU 12
6.	KeMU/ASA/MLS/5/6/2025	Medical Laboratory Sciences	Assistant Lecturer	MU11

A. ADMINISTRATIVE POSITION

1. CARPENTER: KeMU/ADM/CAR/1/6/2025; MU 6 (1) POSITION, MAIN CAMPUS

The Carpenter is responsible for Joinery works and repairs.

Duties and Responsibilities

- 1 Repair of all doors, door frames, Roof Trusses and Roof leakages
- 2 Joinery works and repairs.
- 3 Fabricate and install basic furniture (desks, benches, counters, wardrobes).

- 4 Reading and interpreting simple renovation plans, sketches, or blueprints
- 5 Flooring repairs, partitioning, shelving installation, and fixture mounting
- 6 Estimate material requirements and perform site measurements accurately
- 7 Identify unsafe conditions and take preventive measures during maintenance works
- 8 Fixing, PVC, wooden and carpet floors.
- 9 Fabrication of partitions.
- 10 Operations of woodworking machines for planning and splitting in preparing materials in the workshop.
- 11 Maintain accurate records of services logs, maintenance schedule reports, and materials documentation report.
- 12 Any other duties as may be assigned by the immediate supervisor.

Minimum Requirements

- i. Trade Test Certificate in Carpentry and Joinery (Grade I) or equivalent
- ii. Certificate or diploma from a recognized technical training institute (e.g., NITA, TVET, or a Polytechnic) is highly preferred
- iii. Basic literacy and numeracy skills required for interpreting measurements and job Instructions
- iv. Minimum of 3 years' practical experience in general carpentry, renovations, and routine maintenance
- v. Proven track record in tasks such as structural repairs, furniture refurbishment, room upgrades, and interior/exterior fittings
- vi. Experience working in institutional or commercial environments (e.g., schools, Offices, hostels) is an added advantage
- vii. Flexible to work outside regular hours, including weekends or holidays, if required

B. ACADEMIC POSITIONS

2. SENIOR LECTURER MEDICAL LABORATORY SCIENCE: KeMU/ASA/MLS/1/2/2025 1 POSITION, MAIN CAMPUS

Minimum Requirements:

- i. Must have an earned Ph.D. degree in any of the following areas of Medical laboratory science : Hematology/blood transfusion, Immunology, Medical parasitology, Clinical Chemistry, Microbiology or virology from a recognized academic institution;
- ii. Must have at least three (3) years of university teaching at the level of a full time Lecturer;
- iii. Must have at least four (4) articles in refereed journals since becoming a Lecturer. OR at least one (1) refereed book in candidate's professional area published by recognized publishers, plus two (2) articles, OR at least (3) distinguished exhibition, performances or original creation, plus one (1) article in a refereed journal since becoming a lecturer;

- iv. Should show evidence of supervision of postgraduate students;
- v. Should have attended and contributed at learned conferences, seminars or workshops;
- vi. Must be a registered member of Medical Laboratory Science Board;
- vii. Should have evidence of contribution to university life through active participation in Departmental and Faculty activities and good quality teaching attendance of meetings, student academic advising and committee membership.

**3. SENIOR LECTURER HEALTH INFORMATION MANAGEMENT:
KeMU/ASA/MLS/2/6/2025; 1 POSITION, NAIROBI CAMPUS**

Minimum Requirements:

- i. Must have an earned Ph.D. degree in Health informatics, Health information Management, Biomedical informatics, public health informatics, computer Science (with specialization in Health informatics) or a closely related from a recognized academic institution;
- ii. Must have at least three (3) years of university teaching at the level of a full time Lecturer;
- iii. Must have at least four (4) articles in refereed journals since becoming a Lecturer. OR at least one (1) refereed book in candidate's professional area published by recognized publishers, plus two (2) articles, OR at least (3) distinguished exhibition, performances or original creation, plus one (1) article in a refereed journal since becoming a lecturer;
- iv. Should show evidence of supervision of postgraduate students;
- v. Should have attended and contributed at learned conferences, seminars or workshops;
- vi. Must be a registered member of professional body;
- vii. Should have evidence of contribution to university life through active participation in Departmental and Faculty activities and good quality teaching attendance of meetings, student academic advising and committee membership.

4. LECTURERS MBChB PROGRAM: KeMU/ASA/BMBS/3/6/2025; 16 POSITIONS, MAIN CAMPUS

The School of Medicine and Pharmacy requires lecturers with the following specializations: Anesthesiology, Ophthalmology, Orthopedic Surgery/trauma, ENT, Mental Health, Internal Medicine, Pathology, Surgery, Medical Physiology, Pharmacology, Pediatrics and Child Health.

Minimum Requirements:

- i. Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBChB)
- ii. Must be a holder of Master of Medicine in either of the following: Anesthesiology, Ophthalmology, Orthopedic Surgery/trauma, ENT, Mental Health, Internal Medicine, Pathology, Surgery , Medical Physiology, pediatrics and Child Health or equivalent
- iii. 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.

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

4. LECTURER PHARMACEUTICAL CHEMISTRY: KeMU/ASA/PHA/4/6/2025; 1 POSITION, MAIN CAMPUS

1. Must be a holder of Master of Pharmacy in Pharmaceutical chemistry from recognized Institute of higher learning
2. Must be a holder of Bachelor of Pharmacy from a recognized academic institution;
3. The holder must be duly registered by **PPB (Pharmacy and Poisons Board)** or it's equivalent
4. Teaching experience in a medical school will be an added advantage.

5. ASSISTANT LECTURERS CLINICAL CHEMISTRY/HISTOPATOLOGY& CYTOLOGY: KeMU/ASA/MLS/5/6/2025; 2 POSITION, MAIN CAMPUS

1. Must be a holder of Master of Science in Medical Laboratory Sciences (Clinical Chemistry/Histopathology & Cytology) from recognized Institute of higher learning
2. Must be a holder of Bachelor of Science Medical Laboratory Sciences from a recognized academic institution;
3. Must be a registered member of Medical Laboratory Science Board with a current practicing license.
4. Teaching experience in a medical school will be an added advantage.

DUTIES AND RESPONSIBILITIES FOR ACADEMIC POSITIONS:

1. Teaching and evaluation of undergraduate and postgraduate students;
2. Setting, moderating, administering, processing and marking examinations;
3. Academic advising and mentoring undergraduate and postgraduate students;
4. Articulating the Vision and Mission of the University, Department and the Faculty;
5. Initiating, planning and conducting research;
6. Development of teaching and learning materials;
7. Supervising undergraduate and postgraduate students in research activities. Developing research proposals for funding;
8. Participate in meetings and conferences related to research and building interdisciplinary collaboration within and outside the department;
9. Participating in preparation of Department and Faculty strategic plans;
10. Organizing and supervising educational activities for undergraduate and postgraduate students;
11. Attending and participating in seminars, workshops, conferences etc, in relevant fields;
12. Participating in administrative, academic and consultancy activities in Department and other organizations;

13. Participating in planning, development, implementation and evaluation of curricula in the Department;
14. Attending and participating in the Departmental meetings and other activities for effective and efficient management of the Department and Faculty;
15. Performing any other duties and responsibilities as may be assigned or delegated by the Head of Department, Dean of Faculty or other Chief Officer of the University in accordance with the University Statute.

How to apply:

Interested candidates 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 any other relevant testimonials.

1. An electronic copy in PDF format to the Vice Chancellor through email address applications.June25@kemu.ac.ke

And

2. Three hard copies marked as per the position should be sent to:

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

To be received on or before **10th July 2025**. Only shortlisted candidates will be contacted.

Successful candidates will be required to bring the following:

1. Tax Compliance Certificate from Kenya Revenue Authority;
2. Higher Education Loans Board;
3. Ethics and Anti-Corruption Commission;
4. Credit Reference Bureau;
5. Certificate of Good Conduct from Criminal Investigation Department;
6. 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 of their local church.

All the positions above require individuals who are of high ethical standards, integrity, and professionalism.

KeMU is an Equal Opportunity Employer.