

PROJECT POSITIONS

A. DEPARTMENT OF MEDICAL MICROBIOLOGY

KENYA AIDS VACCINE INITIATIVE-KAVI

TRIAL PHYSICIAN- 1 POST- AC/7/257/12-(CHS)

Applicants should be holders of at least a basic degree in Medicine (MBChB or MD from a recognized university. They must have Good Clinical Practice certificate (GCP) and a certificate in protection of Human Research Participants (PHRP) and be registered with Kenya Medical Practitioners' & Dentists' Board (KMPDB). They must have the ability to provide effective leadership in the management of clinic activities and have good communication skills, both verbal and written and be computer literate. Applicants should have worked in research institution will have an added advantage.

Please note that the appointment is on a one year contract term renewable on mutual agreement.

B. CENTRE FOR HIV PREVENTION AND RESEARCH- MARPS PROJECT

1. PROJECT MANAGER- 1 POST- AC/7/258/12- (CHS)

- Applicants should be holders of KCSE certificate with at least C+ or equivalent and have a Degree in Business Administration, Management or related field from a recognized University; have an accounting qualification of at least CPA I or equivalent and be computer proficient in Microsoft Office and other relevant packages.
- Applicants should have at least seven (7) years experience in managing donor/research projects in the areas of finance/accounting, human resource, procurement, logistics and general administration. Knowledge of public financial and procurement regulations will be a distinct advantage.
- Successful applicants will be expected to play a leading role in Project budgeting, financial management, personnel matters, staff welfare, procurement, logistics, assets management and general administration. The incumbent will also be expected to monitor performance targets set according to Project plans.

Please note that this is a three (3) month contract.

2. CLEANER/MESSENGER -1 POST – AD/7/259/12- (CHS)

- Applicants must be holders of a KCSE certificate or equivalent

- They should have at least four (4) years working experience in a similar institution
- Reporting to the secretary ,the successful candidate will maintain office cleanliness ,photocopy office documents and run office errands and handling records
- *Please note that this is a three (3) month contract.*

C. DEPARTMENT OF PAEDIATRICS& CHILD HEALTH

MEPI- Linked MNCH Project

CLEANER/MESSENGER- 1 POST –AD/7/260/12- (CHS)

Applicants should be holders of at least a KCSE certificate or its equivalent. They must be able to communicate effectively in both English and Kiswahili language and must have worked for at least two (2) years in a comparable position of responsibility. They should be of good conduct, honest, and diligent in the performance of their duties.

The successful candidate will be expected to work during weekend and also odd hours and will work under minimum supervision.

NOTE:

1. Applicants for academic posts (AC) should forward ten (10) should forward ten (10) copies of their application letters accompanied by similar number of certified copies of certificates and C.Vs giving details of their qualifications, experience, research activities and publications they appear in. Applicants for non-academic posts (AD) should submit seven (7) of the above supporting documents and applications letter.
2. In both cases, applications and related documents should be forwarded through the applicants' heads of departments and applicants should state their current designations and salaries and other benefits attached to those designations. They should quote post reference codes as shown for each posts in the advertisement.
3. Applications should be addressed as per the codes below:-

CODES

CHS The Principal, College of Health Sciences, P.O Box 30197-00100, Nairobi.

PLEASE NOTE THAT THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER.

ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.

CLOSING DATE: Thursday, July 20 2012.