



JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

OFFICE OF THE DEPUTY VICE CHANCELLOR (PLANNING, ADMINISTRATION AND FINANCE)

VACANCIES

In pursuit of its mission to provide transformative education through integrated quality training, research and community engagement for sustainable development, Jaramogi Oginga Odinga University of Science and Technology invites applications from suitably qualified candidates for the following vacant positions:-

S/N	POSITION	REFERENCE	No. of Positions
ADMINISTRATIVE			
1.	Chief Security Officer – Grade 13	VC/CSO/2/2025	1
2.	Senior Legal Officer – Grade 13	VC/SLO/2/2025	1
3.	Senior Security Officer in Grade 11	VC/SSO/2/2025	1
4.	Security Officer II in Grade 9	VC/SO/2/2025	1
5.	Assistant Procurement Officer/Stores Controller – Grade 8	VC/APO/2/2025	1
6.	Security Supervisor II in Grade 5	VC/SSII/2/2025	2
7.	Security Guard I in Grade 4	VC/SGI/2/2025	1
8.	Security Guard II in Grade 3	VC/SGII/2/2025	9

OFFICE OF THE DEPUTY VICE CHANCELLOR (PLANNING, ADMINISTRATION AND FINANCE)

1.	Chief Finance Officer – Grade 15	PAF/CFO/2/2025	1
2.	Deputy Estates Manager Grade 13	PAF/DEM/2/2025	1
3.	Assistant Registrar (HR) – Grade 12	PAF/AR(HR)/2/2025	1
4.	Computer Programmer- Grade 10	PAF/CP/2/2025	1
5.	Senior Administrative Assistant (HR)/ Payroll – Grade 9	PAF/SAA(HR)/2/2025	1
6.	Administrative Assistant – Grade 8	PAF/AA/2/2025	3
7.	Assistant Network Support Technician – Grade 8	PAF/ANST/2/2025	1
8.	Cook – Grade 5	PAF/C/2/2025	1
9.	Maintenance Foreman II - Grade 5	PAF/MF/2/2025	1
10.	Plumber – Grade 4	PAF/P/2/2025	1
11.	Electrician – Grade 4	PAF/E/2/2025	1
12.	Plant Operator I- Grade 4	PAF/PO I/2/2025	1
13.	Drivers III- Grade 4	PAF/DR III/2/2025	2
14.	Records /Filing/Registry Clerk – Grade 4	PAF/RFRC/2/2025	1
15.	Waiter – Grade 3	PAF/W/2/2025	1

OFFICE OF THE DEPUTY VICE CHANCELLOR (ACADEMIC, STUDENT AFFAIRS AND RESEARCH)

1.	Registrar, Academic and Students Affairs – Grade 15	ASAR/RASA/2/2025	1
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ACADEMIC			
School of Education, Humanities and Social Sciences			
1.	Lecturer - Grade 12 (Educational Foundation)	SEHSS/L/EDF/2/2025	1
2.	Lecturer – Grade 12 (Religion)	SEHSS/L/REL/2/2025	1
3.	Lecturer Grade 12 (Early Childhood Development)	SEHSS/L/ECD/2/2025	1
4.	Lecturer – Grade 12 (History)	SEHSS/L/HIST/2/2025	1
5.	Lecturer – Grade 12 (Psychology/Educational Psychology)	SEHSS/L/PSY/P/2/2025	1
6.	Lecturer – Grade 12 (Philosophy and Ethics)	SEHSS/L/PHI/2/2025	1
7.	Graduate Assistant – Grade 10 (International Relations)	SEHSS/GA/IR/2/2025	1
8.	Graduate Assistant Grade 10 (Special Needs Education)	SEHSS/GA/SNE2/2025	1

School of Engineering and Technology

1.	Senior Lecturer - Grade 13 (Electrical and Electronics)	SET/SL/E&E/2/2025	1
2.	Lecturer – Grade 12 (Quantity Surveying/ Building Economics)	SET/L/QS/2/2025	1
3.	Lecturer – Grade 12 (Civil Engineering)	SET/L/CE/2/2025	1

School of Agricultural and Food Sciences

1.	Tutorial Fellow – Grade 11 (Food Security /Consumer Economics)	SAFS/TF/FS/2/2025	1
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School of Business and Economics			
1.	Lecturer – Grade 12 (Entrepreneurship)	SBE/L/ENT/2/2025	1
School of Biological, Physical, Mathematics and Actuarial Sciences			
1.	Tutorial Fellow – Grade 11 (Microbiology)	SBPMAS/TF/MI-CROB/2/2025	1
2.	Senior Technologist III – Grade 8 (Physic)	PAF/ST III/2/2025	1
School of Informatics and Innovative Systems			
1.	Senior Lecturer - Grade 13 (Information Systems)	SIIS/SL/IS/2/2025	1
2.	Lecturer – Grade 12 (Data Science)	SIIS/L/DS/2/2025	1
3.	Tutorial Fellow – Grade 11 (Information Systems)	SEHSS/TF/IS/2/2025	1
School of Health Sciences			
1.	Senior Lecturer - Grade 13 (Nursing)	SHS/SL/NUR/2/2025	1

How to apply:-

- Applications should be accompanied by an application Letter, a detailed Curriculum Vitae and certified copies of relevant academic and professional certificates, National Identity Card or valid Passport, testimonials, e-mail addresses, telephone contacts and any other relevant supporting documents.
- For all administrative positions, professional affiliation will be an added advantage.
- Applicants if shortlisted must show up to date and valid evidence of compliance with provisions of Chapter 6 of the constitution of Kenya, with specific reference to clearance by the following bodies.

1. Kenya Revenue Authority
2. Higher Education Loans Board
3. Ethics and Anti-Corruption Commission
4. Directorate of Criminal Investigation (Certificate of Good Conduct)
5. Registered Credit Reference Bureau

They should also provide names, telephone numbers and contact addresses of three (3) referees.

- Applicants should request their referees to send their confidential reports to recruitmenttextfeb25@jooust.ac.ke addressed to the undersigned to be received **on or before 4th March, 2025**.
- Three hard copies should be sent by post or hand delivery to the address below and a soft copy in PDF format of the application documents with the reference numbers of the positions applied for clearly indicated, should be sent to recruitmenttextfeb25@jooust.ac.ke. Applications should be addressed to the undersigned to be received **on or before 4th March, 2025 by 5:00 p.m.**
- Applicants with foreign earned qualifications should have their certificates certified by the Commission for University Education (CUE).
- For more details on the requirements please visit the JOOUST website: www.jooust.ac.ke.

Only shortlisted candidates will be contacted. Canvassing will lead to automatic disqualification.

**Deputy Vice Chancellor
(Planning, Administration & Finance)**
Jaramogi Oginga Odinga University of Science and Technology
P.O. Box 210 - 40601
BONDO
Website: www.jooust.ac.ke.

JOOUST IS AN EQUAL OPPORTUNITY EMPLOYER. PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY

JOOUST does not levy any fee in the processing, recruitment & selection of applicants.

The University reserves the right not to make any appointments at any stage of the recruitment exercise.