



KENYA INSTITUTE OF MASS COMMUNICATION

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EMPLOYMENT OPPORTUNITIES

Kenya Institute of Mass Communication (KIMC) is a Public Media Training Institution in Kenya established in 1961. It is currently a state cooperation established through Legal notice No. 197 of 2011(amended) The Institute offers training in Postgraduate, Diploma and Certificate levels in Communication and Cinematic Arts.

The Institute invites applications from qualified and experienced persons to fill the following vacant positions:-

NO	REF NO.	JOB TITTLE	JOB GRADE	NO. OF POSITIONS
1	KIMC/SDD/1/05/2025	Senior Deputy Director (Academic Affairs) - Five (5) years contract	KIMC Grade 2	1
2.	KIMC/HRMO/2/05/2025	Human Resource Management & Development Officer I	KIMC Grade 7	1
3	KIMC/ACC/3/05/2025	Accountant II	KIMC Grade 8	1
4	KIMC/CF/4/05/2025	Chef II	KIMC Grade 8	1
5	KIMC/AOA/5/05/2025	Assistant Office Administrator III	KIMC Grade 9	1
6	KIMC/ET/6/05/2025	Electrical/Electronic Technician III	KIMC Grade 9	1
7	KIMC/TI/7/05/2025	Technical Instructor III	KIMC Grade 9	1
8	KIMC/CK/8/05/2025	Cook III	KIMC Grade 12	1
9	KIMC/DR/9/05/2025	Driver III	KIMC Grade 12	1

More details on Job specifications and requirements are available on our website: www.kimc.ac.ke

How to apply: Candidates who meet the requirements are invited to send their applications quoting the job reference number accompanied by an Application Letter; Detailed Curriculum Vitae; copies of Academic and Professional Certificates, National Identity Card, Transcripts and Testimonials; daytime contacts; Full Names and Contacts of three (3) referees. The applications should be addressed to:-

The Director /C.E.O
Kenya Institute of Mass communication
Uhuru Road (South B), Off Mombasa Road
P.O. Box 42422-00100
Nairobi

The closing date is on **3rd June, 2025 at 5.00 pm.**

Only shortlisted candidates will be contacted.

KIMC is an equal opportunity employer; persons with disabilities and people from marginalized groups are encouraged to apply.