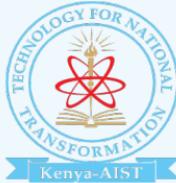




# KENYA ADVANCED INSTITUTE OF SCIENCE AND TECHNOLOGY

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Email: [principal@kenya-aist.ac.ke](mailto:principal@kenya-aist.ac.ke)  
Office of the Acting Principal



## JOB OPPORTUNITIES

Kenya Advanced Institute of Science and Technology (Kenya-AIST) is a newly established specialized post-graduate only institution dedicated to advanced research, education, and training in science, engineering and technology. The Kenya-AIST is seeking competent and self-motivated individuals with high aspirations, the expertise and experience needed to contribute to the Institutes growth and development. Successful applicants will join a community of researchers and innovators and play a significant role in the future of Kenya-AIST.

Kenya- AIST invites qualified interested individuals to apply for the position listed below:

S/N	Position	Grade	Ref. No	No of posts
1.	Assistant Director, Finance and Accounts	Kenya-AIST- 5	Kenya-AIST/HR/1/2025	1
2.	Senior Administration Officer I	Kenya-AIST- 6	Kenya-AIST/HR/2/2025	1
3.	Senior Administration Officer II	Kenya-AIST- 7	Kenya-AIST/HR/3/2025	2
4.	Administration Officer I	Kenya-AIST- 8	Kenya-AIST/HR/4/2025	2
5.	Administration Officer II	Kenya-AIST- 9	Kenya-AIST/HR/5/2025	1
6.	Senior Librarian II	Kenya-AIST- 7	Kenya-AIST/HR/6/2025	1
7.	Librarian I	Kenya-AIST- 8	Kenya-AIST/HR/7/2025	1
8.	Senior ICT Officer II	Kenya-AIST- 7	Kenya-AIST/HR/8/2025	1
9.	ICT Officer I	Kenya-AIST- 8	Kenya-AIST/HR/9/2025	1
10.	Records Management Officer II	Kenya-AIST- 9	Kenya-AIST/HR/10/2025	1
11.	Senior Security Officer II	Kenya-AIST- 7	Kenya-AIST/HR/11/2025	1
12.	Security Officer	Kenya-AIST- 11	Kenya-AIST/HR/12/2025	1

### How to Apply

- All applications must be submitted through the Kenya-AIST online recruitment portal:  
<https://recruitment.kenya-aist.ac.ke/>
- The detailed advertisement is available on the Kenya-AIST website: [www.kenya-aist.ac.ke](http://www.kenya-aist.ac.ke).
- Each application shall be accompanied by detailed curriculum vitae, copies of academic and professional certificates, national identity card or passport, two (2) letters of references and one (1) should be from former supervisor, and other relevant supporting documents.
- Successful candidates will be required to provide clearance from (a) Kenya Revenue Authority, (b) Higher Education Loans Board, (c) Ethics and Anti-Corruption Commission, and (d) a Certificate of Good Conduct from Criminal Investigation Department.

**Deadline:** Applications must be received on or before **21<sup>st</sup> July, 2025**.

### To note:

- Kenya-AIST is an equal opportunity employer and is committed to implementing the provisions of Article 232 (j) of the Constitution.
- Only shortlisted candidates will be contacted.