



## KIBABII UNIVERSITY

### INTERNSHIP PROGRAMME OPPORTUNITIES

Kibabii University invites applications from suitably qualified applicants for the following Internship vacancies for a period of six (6) Months renewable for a further six (6) months subject to satisfactory performance. This is in support of the Government's youth initiative to develop a pool of young talent for the Kenyan Labour Market, by giving young people an exposure of the work place environment.

S/No.	Department	Advert No.	No. of Posts
1.	Administration & Human Resource	KIBU/INT/01/2023	1
2.	Open Distance and Electronic Learning (ODEL)	KIBU/INT/02/2023	1
3.	English Linguistics Journalism & Mass Communication (EJMC)	KIBU/INT/03/2024	1

#### Qualifications and Basic Requirements

1. A Bachelor's Degree from a recognized institution in the following fields:
  - i. Human Resource Management; Personnel Management; Human Resource Development; Industrial Relations; Public Administration; Business Administration; Office Management or equivalent qualification.
  - ii. Information and Communication Technology (ICT) or equivalent qualification.
  - iii. English Literature; Journalism & Mass Communication or equivalent qualification.
2. Be unemployed Kenyan aged 20 and 35 years
3. Must have not benefited from a similar programme
4. Must have completed training and graduated with documentary proof of qualification (Degree) from a recognized Institution.

#### How to Apply

Interested applicants should submit six (6) copies of their applications with detailed curriculum vitae; e-mail address; telephone contacts; postal address; copy of their original National Identification card (ID) or Passport; certified copies academic, professional certificates and testimonials; PIN certificates; copy of National Social Security Fund (NSSF) card; National Hospital Insurance Fund (NHIF) card; Certificate of Good Conduct; Valid Insurance Cover and a recommendation letter from the University.



Kibabii University ISO 9001:2015 Certified  
Knowledge for Development

20<sup>th</sup> June, 2023

All applications should be clearly marked with the referenced number of the advertised position and submitted as follows:

1. Six (6) hard Copies; and
2. Electronic scanned copy in PDF format (as one running document) to be sent to the following e-mail [recruitment@kibu.ac.ke](mailto:recruitment@kibu.ac.ke) by 7<sup>th</sup> July, 2023 by 5.00 p.m.

The Six (6) hard Copies must be submitted on or before 7<sup>th</sup> July, 2023 by 5.00 p.m. and be addressed to:-

**The Vice Chancellor, Kibabii University,  
P.O. Box 1699 - 50200,  
Bungoma  
OR**

**Dropped at:-  
Kibabii University – Main Campus  
Administration Registry, Third Floor Room ADA 307**

***Please Note:***

- Kibabii University is an equal opportunity employer. Women, marginalized and persons living with disability are encouraged to apply;
- The University does not charge any fee for the whole recruitment and selection exercise;
- Any form of canvassing will lead to automatic disqualification of the applicant.
- Only shortlisted candidates will be contacted;
- Successful candidates will be paid a stipend of KES 15,000.00 p.m.;
- No other financial benefit is attached to these positions; and
- Late application will not be considered.

*[Handwritten signature]*  
20/06  
2023



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