



CHUKA

UNIVERSITY

Telephones: 020-2310512/18

Knowledge is Wealth (*Sapientia divitiis est*) Akili ni Mali

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P. O. Box 109-60400, Chuka

Website: www.chuka.ac.ke

18th /09/2025

INTERNAL JOB VACANCIES

Applications are invited from qualified persons for the position(s) of Tutorial Fellow as detailed below:

Reference No	JOB TITLE:	TUTORIAL FELLOW	Grade	Vacancies
Department of Computer Science				
CU/1/9/25	Computer Science		11	1
Faculty of Education & Resource Development				
CU/2/9/25	Physical Education		11	1
CU/3/9/25	Education Foundation		11	1
CU/4/9/25	Curriculum and Instruction		11	1
CU/5/9/25	Home Science		11	1

Further details

Interested applicants among qualified staff and currently offering services to Chuka University are advised to visit University website: <http://www.chuka.ac.ke> for eligibility requirements and other details to apply for all the positions.

Method of application

Applicants must submit ten (10) copies of Application Letter, Curriculum Vitae, and enclosing duly certified copies of certificates and testimonials and giving names and addresses of three (3) referees who are knowledgeable about the applicant's competence. Clearly indicate Job Reference Code i.e. JOB APPLICATION – [JOB REFERENCE NUMBER] as the subject of your application.

The deadline for the receipt of all applications is **3rd October, 2025 at 5.00 p.m.**

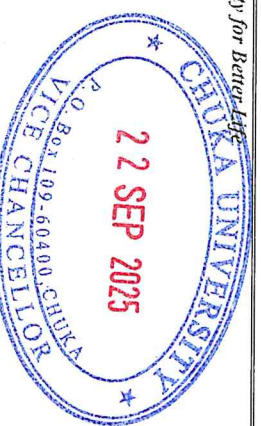
The Vice-Chancellor

Chuka University

P. O. Box 109-60400, Chuka

Chuka University is an equal opportunity employer. Canvassing will lead to automatic disqualification. Women and persons with disability are encouraged to apply.

Chuka University is ... Inspiring Environmental Sustainability for Better Life



JOB TITLE: TUTORIAL FELLOW

JOB REQUIREMENTS

Tutorial Fellow: Grade 11

This is a training grade with potential for gaining employment with Chuka University.

Reporting:

The Tutorial Fellow shall report to the Chair of Department. This is a developmental position whose purpose is to prepare individuals for appointment to academic positions at Lecturer level.

Duties and Responsibilities:

The Tutorial Fellow will be expected to:

1. Teach, mentor, and provide academic guidance to undergraduate students.
2. Uphold and promote the Vision, Mission, and core values of the University and the Department.
3. Engage in research, scholarly activities, and publications in the relevant discipline.
4. Develop, update, and utilize teaching and learning materials.
5. Participate in the preparation and implementation of Departmental and Faculty development plans.
6. Organize, supervise, and assess educational and co-curricular activities for undergraduate students.
7. Attend and contribute to seminars, workshops, conferences, and other professional development forums.
8. Participate in the design, development, review, and evaluation of academic curricula.
9. Participate actively in Departmental, Faculty, and University meetings and committees.
10. Perform any other duties and responsibilities as may be assigned by the Chair of Department, Dean of Faculty, or Chief University Officers in line with the needs of the University.

Requirements

- a) Must hold a Master's degree or equivalent qualification in the relevant field from a recognized university.
- b) Demonstrated exemplary teaching experience at Chuka university as a part-time lecturer and/or in conducting student instruction at university level.
- c) Must be enrolled in a PhD program in the relevant discipline.

