

CHUKA



UNIVERSITY

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

OFFICE OF THE VICE -CHANCELLOR

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INTERNAL AND EXTERNAL JOB ADVERTISEMENT

Chuka University is a premier public university established under the Universities Act, 2012 and committed to excellence in teaching, research, innovation, and community service. The University invites applications from suitably qualified, competent, self-motivated, and result-oriented persons to fill the following vacant positions in the University.

1. PRODUCTION OFFICER (1 POST)

Job Reference: CU/ADM/HR/01/2026

Job Grade: VI

Terms of Service: One (1) Year Contract

Reporting to: Chairperson, Department of Food Technology.

Job Purpose: To coordinate and supervise dairy processing operations to ensure efficient production of high-quality dairy products in compliance with food safety, quality assurance, and occupational health and safety standards.

Duties and Responsibilities

- Coordinate and supervise dairy processing operations from raw milk reception to finished products.
- Prepare and implement production schedules to ensure efficient utilization of resources.
- Supervise production staff and ensure compliance with approved standard operating procedures.
- Ensure compliance with food safety, quality assurance, and occupational health and safety standards.
- Monitor production performance and recommend measures to improve productivity and operational efficiency.
- Prepare and maintain production records and periodic reports.
- Coordinate equipment maintenance activities in liaison with the Maintenance Technician.
- Perform any other duties lawfully assigned by the Chairperson of the Department.

Academic and Professional Requirements

The ideal candidate must possess:

- A Diploma in Dairy Technology or an equivalent qualification from an institution recognized in Kenya.
- At least five (5) years' relevant work experience in a similar position within a dairy or food processing firm.
- Proficiency in computer applications.

Competencies and Skills

- Leadership and supervisory skills.
- Planning and organizational skills.
- Communication and interpersonal skills.
- Analytical and problem-solving skills.
- Decision-making skills.
- Integrity and professionalism.

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2. MAINTENANCE TECHNICIAN (1 POST)

Job Reference: CU/ADM/HR/02/2026

Job Grade: V

Terms of Service: One (1) Year Contract

Reports to: Production Officer.

Job Purpose: To ensure the efficient operation, maintenance, and reliability of dairy processing machinery and equipment.

Duties and Responsibilities

- Carry out preventive and corrective maintenance of plant machinery and equipment.
- Diagnose and repair mechanical and electrical faults.
- Undertake routine servicing and calibration of processing equipment.
- Maintain maintenance records and prepare maintenance reports.
- Ensure compliance with occupational health and safety standards.
- Recommend measures for improving equipment reliability and operational efficiency.
- Perform any other duties lawfully assigned by the supervisor.

Academic and Professional Requirements

The ideal candidate must possess:

- A Diploma in Mechanical Engineering, Electrical Engineering, or an equivalent qualification from an institution recognized in Kenya.
- At least three (3) years' relevant work experience in a similar position within a dairy or food processing firm.
- Proficiency in computer applications.

Competencies and Skills

- Technical and troubleshooting skills.
- Analytical and problem-solving skills.
- Communication and interpersonal skills.
- Planning and organizational skills.
- Teamwork and integrity.

3. QUALITY CONTROL TECHNICIAN (1 POST)

Job Reference: CU/ADM/HR/03/2026

Job Grade: IV

Terms of Service: One (1) Year Contract

Reporting to: Production Officer

Job Purpose: To monitor and maintain quality standards throughout the dairy processing value chain and ensure compliance with food safety and quality assurance requirements.

Duties and Responsibilities

- Conduct quality inspections, sampling, and laboratory tests.
- Monitor compliance with food safety, hygiene, and quality assurance standards.
- Maintain quality control records and prepare periodic reports.
- Investigate quality deviations and recommend corrective actions.
- Participate in quality improvement initiatives and internal quality audits.
- Perform any other duties lawfully assigned by the supervisor.



Academic and Professional Requirements

The ideal candidate must possess:

- A Certificate in Dairy Technology or an equivalent qualification from an institution recognized in Kenya.
- At least two (2) years' relevant work experience in a similar position within a dairy or food processing firm.
- Proficiency in computer applications.

Competencies and Skills

- Analytical and record management skills.
- Attention to detail.
- Communication and interpersonal skills.
- Teamwork.
- Integrity and professionalism.

4. CYBER SECURITY OFFICER – (1 POST)

Job Reference: CU/ADM/HR/04/2026

Job Grade: 8

Terms of Service: One (1) Year Contract

Reports to: Head of Department, Information and Communication Technology (ICT)

Job Purpose: To safeguard the University's information systems, networks, and digital assets against cyber threats by implementing security controls, monitoring risks, responding to incidents, and ensuring compliance with applicable cybersecurity and data protection requirements.

Duties and Responsibilities

- Monitoring, detecting, investigating, and responding to cybersecurity incidents.
- Implementing and maintaining security controls to safeguard the University's information systems, networks, and data.
- Conducting regular vulnerability assessments and penetration testing.
- Monitoring network traffic to detect suspicious activities and security breaches.
- Installing, configuring, and maintaining firewalls, antivirus software, intrusion detection and prevention systems (IDS/IPS), and endpoint protection solutions.
- Developing, implementing, and enforcing cybersecurity policies, procedures, and standards.
- Conducting security audits and risk assessments and recommending appropriate mitigation measures.
- Managing identity and access controls, including user accounts, authentication, and authorization systems.
- Ensuring compliance with applicable cybersecurity laws, regulations, standards, and institutional policies.
- Investigating cybersecurity incidents and preparing comprehensive incident reports.
- Conducting cybersecurity awareness and training programmes for staff.
- Supporting disaster recovery and business continuity initiatives from a cybersecurity perspective.
- Keeping abreast of emerging cyber threats, vulnerabilities, and cybersecurity best practices.
- Performing any other duties and responsibilities as may be assigned by the Head of Department, ICT.

Minimum Qualifications and Experience

Applicants must possess:

- A Bachelor's degree in Cyber Security, Information Technology, Computer Science, Information Systems, or a related field from a recognized institution.

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- A minimum of two (2) years' relevant post-qualification experience in cybersecurity, information security, or ICT security in a busy institution or organization.
- Demonstrable knowledge of network security protocols, including TCP/IP, VPNs, DNS, and firewall technologies.
- Experience in vulnerability assessment and penetration testing.
- Knowledge of Windows, Linux, virtualization, and cloud security environments.
- Experience with endpoint security, antivirus, encryption, and related cybersecurity technologies.
- Sound understanding of Identity and Access Management (IAM) principles.
- Strong analytical, problem-solving, incident response, and report-writing skills.
- Excellent communication, interpersonal, and teamwork skills.

Added Advantage

Possession of any of the following professional certifications will be an added advantage:

- Certified Ethical Hacker (CEH);
- Cisco Certified CyberOps Associate/Cybersecurity Analyst;
- CompTIA Security+;
- Certified Information Systems Security Professional (CISSP);
- Proficiency in scripting languages such as Python, PowerShell, or Bash
- Certified Information Security Manager (CISM); or
- Any other internationally recognized cybersecurity certification.

5. LECTURER – MEDICAL LABORATORY SCIENCES

Job Grade: 12

Job Reference: CU/ADM/HR/05/2026

Reporting to: Dean, School of Nursing and Public Health

Terms of Service: Permanent and Pensionable

No. of Posts: One (1)

Job Purpose: To provide quality teaching, research, innovation, and community service in the field of Medical Laboratory Sciences. The successful candidate will be expected to contribute to curriculum development, supervise undergraduate and, undertake scholarly research and publications, participate in academic administration, and support the attainment of the University's strategic objectives.

Key Duties and Responsibilities

The successful candidate will be responsible for:

- Teaching undergraduate and postgraduate courses in Medical Laboratory Sciences.
- Developing and reviewing curricula, teaching materials, and assessment tools.
- Conducting research and publishing in refereed journals and other scholarly outlets.
- Supervising undergraduate and postgraduate students in research projects and theses.
- Participating in curriculum development, academic advising, mentorship, and student assessment.
- Participating in community outreach, consultancy, innovation, and collaborative research activities.
- Mobilizing research grants and establishing strategic academic partnerships.
- Participating in departmental, School, and University committees as assigned.
- Undertaking administrative duties related to academic programmes.
- Performing any other duties assigned by the Dean or other authorized University officers.

Requirements for Appointment

Applicants must possess either:

-Earned Doctor of Philosophy (Ph.D.) in Medical Laboratory Sciences from a recognized institution.



- OR

- Master of Science in Medical Laboratory Science (Haematology and Blood Transfusion Option) from a recognized institution with three years' practice experience after obtaining masters degree.
- Bachelor of Science in Medical Laboratory Science from a recognized institution.
- Registration with the Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB).
- Valid Practicing License issued by the Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB).
- At least one (1) articles published in refereed journals, or one (1) book chapter, the relevant field.
- Evidence of effective teaching at the university level.
- Demonstrated proficiency in computer applications relevant to teaching, research, and learning.

APPLICATION PROCEDURE

Interested applicants should submit:

- An application letter clearly indicating the Job Reference Number and the Position Applied for;
- A detailed Curriculum Vitae (CV) with the names, postal addresses, telephone numbers, and email addresses of at least three (3) professional referees;
- Certified copies of academic and professional certificates and transcripts;
- A copy of the National Identity Card or valid Passport; and
- Any other relevant supporting documents.

Applications should be addressed to:

**The Vice-Chancellor
Chuka University
P.O. Box 109-60400
CHUKA**

Applications must be received by the undersigned on or before Friday, 21st August, 2026, at 5.00 p.m. Late applications will not be considered. Only shortlisted candidates will be contacted.

Canvassing in any form shall lead to automatic disqualification.

Chuka University is an Equal Opportunity Employer. Women, Persons with Disabilities, marginalized and minority groups are encouraged to apply.



