

ALUPE UNIVERSITY

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Office of The Deputy Vice Chancellor (Administration, Finance and Development)

INTERNAL ADVERTISEMENT FOR ACADEMIC STAFF

Pursuant to Part III of the Alupe University Charter and Part XV of the Alupe University Statutes and in its pursuit to be a **Bastion of Knowledge** in Science, Education, Business Studies, Economics, Social Sciences, Human Resource Development, Tourism, and Hospitality; Alupe University wishes to invite suitable qualified internal candidates to make applications for the following vacant positions: -

S/N	Position	Grade	Reference	Terms of Service
1.	Lecturer	12	AC/01/06/2026	Permanent & Pensionable
2.	Assistant Lecturer	11	AC/02/06/2026	Permanent & Pensionable

LECTURER - GRADE 12


Minimum Requirements.

For appointment to this position/grade a candidate must: -

- Be a holder of an earned PhD and Master's Degree in the relevant area or its equivalent from an accredited/recognized University.
- Have at least three (3) years teaching/research experience at the university level as a Tutorial Fellow/Assistant Lecturer;
- Have a minimum of twenty-four (24) publication points, of which sixteen (16) should be from refereed journal papers;
- Have evidence of evaluated effective teaching and /or research
- Be registered with a relevant professional body (where applicable);
- Be recognized or registered by the relevant regulatory body where applicable.
- Have proficiency in computer applications.

Duties and responsibilities shall be to; -

- Teach and assess courses in one's discipline at both undergraduate and graduate levels.
- Supervise undergraduate projects and other experiential learning programme.
- Supervise dissertations/theses at the graduate level.
- Participate in the development of undergraduate and graduate courses.
- Initiate, promote and participate in research projects.
- Provide professional and community services and initiate linkages and partnership.
- Assist in coordination of research workshops and conferences.


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- viii. Supervise students on research.
- ix. Participate in writing research proposal for funding.
- x. Carry out administrative and other duties & responsibilities as may be assigned from time to time.

ASSISTANT LECTURER - GRADE 11

Minimum Requirements.

For appointment to this position/grade a candidate must: -

- i. Have a Bachelor's degree and Master's degree from a recognized and accredited University in the relevant field;
- ii. Be registered for a Doctor in Philosophy (PhD) Course;
- iii. Be registered with a relevant professional body (where applicable);
- iv. Be recognized or registered by the relevant regulatory body where applicable.
- v. Show evidence of proficiency in Computer Applications;
- vi. Demonstrate potential for university teaching and/or research.

Duties and responsibilities at this level entails; -

- i. Teach and assess courses in one's discipline/field of specialization at undergraduate level.
- ii. Supervise undergraduate projects and other experiential learning programmes.
- iii. Attend and participate in seminars, workshops conferences etc. in relevant fields.
- iv. Participate in planning, development, implementation and evaluation of curricular in the Department.
- v. Participate in the Department meetings and other activities for effective and efficient management of the Department and faculty.
- vi. Participate in providing professional and community service.
- vii. Participate in initiating strategic training, research partnerships, linkages and fundraising for the University.
- viii. Initiate, promote and participate in research projects and publishing in scholarly refereed journals or books/book chapters.
- ix. Assist in research proposal writing.
- x. Assist in research preparation for seminars and workshops.
- xi. Carry out any other duties that may be assigned by the immediate supervisor from time to time.

Mode of Application

- Each application should be accompanied by a detailed Curriculum Vitae and certified copies of relevant academic and professional certificates, National Identity Card copy or Passport, testimonials, e-mail addresses and telephone contacts and any other relevant supporting documents.
- Applicants should also provide names, telephone numbers and contact addresses of three (3) referees.
- Five (5) copies of the application should be sent via registered mail or courier marked with the reference number to the under-signed. **A ONE PDF running document of the application** to be sent to internalrecruitmentjune2026@au.ac.ke.

- Applicants with foreign earned qualifications should have their certificates certified by the Commission for University Education (CUE).
- For more details on the requirements please visit the AU website: www.au.ac.ke.
- Applications should be received on or before **22nd June, 2026 by 5:00 p.m.**

Only shortlisted candidates will be contacted. Canvassing will lead to automatic disqualification.

Deputy Vice Chancellor (Administration, Finance and Development)
Alupe University
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ALUPE UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER. PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY

AU does not levy any fee in the processing, recruitment & selection of applicants. The University reserves the right to verify academic and professional certificates from relevant institutions and not to make any appointments at any stage of the recruitment exercise.

Advertisement Date 2nd June, 2026



2/6/2026

