



## PUBLIC SERVICE COMMISSION

### Our Vision

"A citizen-centric public service".

### Our Mission

*"To transform the public service for efficient and effective service delivery".*

## RE – ADVERTISEMENT FOR THE POSITION OF VICE CHANCELLOR DEDAN KIMATHI UNIVERSITY OF TECHNOLOGY

Pursuant to the provisions of Section 35(1)(a) (v) of the Universities Act, 2012 amended through Statute Law (Miscellaneous Amendments) Act No. 18 of 2018, the Public Service Commission invites applications from suitably qualified persons to be considered for appointment to the following position:

### VICE – CHANCELLOR – ONE (1) POST

Basic Salary:	Ksh. 479,919 – Ksh. 617,394 p.m.
House Allowance:	Ksh: 94,519 p.m.
Leave Allowance:	As provided by the University
Medical Cover and Other Allowances:	As provided by the University
Terms of Service:	Five (5) year contract renewable once subject to satisfactory performance

### For appointment to this position, a candidate must:

- (i) be a holder of an earned PhD and be either a Professor or an Associate Professor;
- (ii) be a recognized scholar as evidenced by referred journal publications, University level books, and/or as recipients of project grants and awards, and have a proven track record of mentoring academic staff to senior positions;
- (iii) have at least 10 years of demonstrable leadership in an academic and/or research institution, having served at the level of Dean/Director, Principal of a Constituent/University College or Deputy Vice-Chancellor of a University. Those who have served substantively in the position of a Principal of a Constituent/University College or as a Deputy Vice-Chancellor of a University will have an added advantage;
- (iv) have management capacity including knowledge of the legal and governance instruments governing public universities and strategic people management;

- (v) have experience in networking with other institutions and fundraising from funding agencies and lobbying government bodies;
- (vi) have experience in transformative and strategic leadership and is able to adjust quickly to the emerging changes and needs of the industry and national priorities;
- (vii) have a proven track record in managing of an institution's projects to completion;
- (viii) be of high ethical standards, integrity and accountability and comply with the requirements of Chapter Six of the Constitution.

### **Core Competencies**

- (i) ability to portray and uphold positive national and international image and work in multi-cultural environment with sensitivity to and respect for diversity;
- (ii) ability to prudently manage the University resources
- (iii) ability to initiate new projects and follow them to completion
- (iv) promote, project and protect the image of the University;
- (v) a visionary and result-oriented individual;
- (vi) excellent organizational, interpersonal and communication skills;
- (vii) capacity to work under pressure, to manage crisis and challenges;
- (viii) firm, fair, communicative and transparent management style;
- (ix) ability to initiate, implement, monitor and evaluate academic and research programmes and policies;
- (x) creative and innovative ability to bring about change for the suitable growth of the University; and
- (xi) ability to exercise soft power by detecting and dissipating tensions and by negotiating, mediating and arbitrating conflicts.

### **Duties and Responsibilities**

The Vice-Chancellor shall report to the University Council. His/her duties and responsibilities will include:-

- (i) being the academic and administrative head of the University;
- (ii) having overall responsibility for the direction, organization, administration and programmes of the university;
- (iii) being the accounting officer of the university;
- (iv) having overall responsibility for all policy matters on academic affairs, finance and resource allocation, planning, co-ordination, physical and human resources, external relations, security, research and intellectual property, quality assurance, audit, fund -raising and the general development and advancement of the university.
- (v) spearheading the development of the strategic plan of the university and recommending the same to Council for approval;

- (vi) overseeing the general planning of the university;
- (vii) having responsibility over the legal matters of the university;
- (viii) safeguarding, promoting and giving due priority to the educational aims of the university;
- (ix) fostering collegial governance within the university and in its relationship with the council and the chancellor;
- (x) being the secretary to the council;
- (xi) being the chairperson of the management board, senate and any other university committee as may be provided in the statutes;
- (xii) as the chairperson of senate, being an ex-officio member of every committee of senate;
- (xiii) in consultation with the Senate, the Management Board and the Chancellor, determining the date of graduation, when degrees of the university shall be conferred and diplomas, certificates and any other credentials awarded;
- (xiv) appointing chairpersons of departments, Directors of Centres and Institutes as provided for in the Statutes; and
- (xv) creating and maintaining a depository of relevant Government circulars.

#### INTERESTED APPLICANTS ARE REQUIRED TO NOTE:

1. The names of shortlisted candidates shall be published on the Commission's website;
2. Shortlisted candidates will be required to present originals of the following documents during the interviews:
  - (a) National Identity Card;
  - (b) Academic and Professional Certificates and Transcripts;
  - (c) Any other supporting documents and testimonials; and
  - (d) Recommendations from relevant professional bodies and associations.
3. Recommendations from at least three (3) referees should be sent separately to the address below within the application deadline.

#### MODE OF APPLICATION

1. Candidates should submit manual (hard copy) applications;
2. All applications should be submitted together with detailed Curriculum Vitae, a copy of ID/Passport, copies of academic certificates, testimonials and any other relevant supporting documents;
3. The Curriculum Vitae should include information on academic qualifications, professional experience, leadership and management roles, publications, awards, scholarships, funding, membership of professional association, linkages and community service, email address and telephone contacts;
4. Applications should be submitted in a sealed envelope clearly marked:

**“Application for the Position of Vice Chancellor – Dedan Kimathi University of Technology” and delivered to:**

**THE SECRETARY/CEO**  
Public Service Commission  
4<sup>th</sup> Floor - Commission House  
Off Harambee Avenue  
P.O Box 30095-00100  
**NAIROBI.**

All applications should reach the Public Service Commission on or before **17<sup>th</sup> April, 2023** latest by 5.00 p. m (**East African Time**).

**SERETARY/CEO**  
**PUBLIC SERVICE COMMISSION**