



KENYA METHODIST UNIVERSITY EXTERNAL ADVERTISEMENT

VACANCIES

Kenya Methodist University (KeMU), a Christian Chartered Private University sponsored by the Methodist Church in Kenya, invites applications from suitably qualified, experienced persons to be considered for appointment to the following positions: -

S/No.	REFERENCE	DEPARTMENT	DESIGNATION	POSITIONS	GRADE
ACADEMIC POSITIONS					
1.	KeMU/ASA/IR/1/9/2026	International Relations	Senior Lecturer – International Relations (Nairobi Campus)	1	MU 13
2.	KeMU/ASA/SEPS/1/9/2026	Criminology and Security	Senior Lecturer (Nairobi Campus)	1	MU 13
3.	KeMU/ASA/PHC/1/9/2026	Public and Community Health	Lecturer – Public and Community Health (Nairobi Campus)	1	MU 12
4.	KeMU/ASA/BMBS/1/9/2026	MBCHB Programmes	Lecturer - Anaesthesiology	1	MU 12
	KeMU/ASA/BMBS/2/9/2026		Lecturer - Ophthalmology	1	MU 12
	KeMU/ASA/BMBS/3/9/2026		Lecturer - ENT	1	MU 12
	KeMU/ASA/BMBS/4/9/2026		Lecturer - Psychiatry	1	MU 12
	KeMU/ASA/BMBS/5/9/2026		Lecturer- Pathology	1	MU 12
5.	KeMU/ASA/PHRM/1/9/2026		Lecturers: Pharmaceutical Chemistry	2	MU 12
	KeMU/ASA/PHRM/2/9/2026		Pharmaceutics	1	MU 12
	KeMU/ASA/PHRM/3/9/2026		Pharmacognosy	1	MU 12
	KeMU/ASA/PHRM/4/9/2026		Clinical Pharmacy	1	MU 12
	KeMU/ASA/PHRM/5/9/2026		Pharmacology	1	MU 12
6.	KeMU/ASA/AGRI/1/9/2026	Agriculture	Lecturer: Agronomy/Crop Science	1	MU12
	KeMU/ASA/AGRI/2/9/2026		Agricultural Economics/Agribusiness Management	1	MU 12

	KeMU/ASA/AGRI/3/9/2026	Agriculture	Crop Production Technician	1	MU 8
ADMINISTRATION POSITIONS					
1	KeMU/ADM/SW/1/9/2026	Student Welfare	Student Counsellor	1	MU12
2.	KeMU/ADM/SW/2/9/2026	Student Welfare	Assistant Student Counsellor (Nairobi Campus)	2	MU 11
3.	KeMU/ADM/SW/3/9/2026	Student Welfare	Assistant Games Tutor (Nairobi Campus)	1	MU10
4.	KeMU/ADM/SW/4/9/2026	Student Welfare	Janitors	2	MU 6
5	KeMU/ADM/KMC/1/9/2026	Medical Center	Medical Records Officer	1	MU 8

ACADEMIC DIVISION

**SENIOR LECTURER – INTERNATIONAL RELATIONS JOB GRADE MU 13
KEMU/ASA/IR/1/9/2026 (1 POST), NAIROBI CAMPUS**

Reports to the Chair of Department.

Duties and Responsibilities

1. Articulating the mission and vision of the University and the department.
2. Initiating, planning and conducting research.
3. Development of teaching and learning materials.
4. Supervising postgraduate students in research activities.
5. Participating in development and preparation of Departmental and Faculty development plans.
6. Teaching and mentoring both undergraduate and post graduate students.
7. Setting, moderating, administering, processing and marking examinations.
8. Organizing and supervising educational activities for undergraduate students.
9. Attending and participating in seminars, workshops, conferences etc. in relevant fields.
10. Participating in planning, development, implementation and evaluation of curricular in the department.
11. Participating in the departmental meetings and other activities for effective and efficient management of the Department and Faculty.
12. May be assigned or delegated other duties and responsibilities by the Dean of School or CoD as deemed necessary.

Minimum Requirements

1. Doctorate degree holder or its academic equivalent from a recognized or accredited institution.
2. Master's degree qualification in international relations or its equivalent from an accredited and recognized University.

3. Bachelor Degree in International relations or its equivalent from an accredited and recognized university.
4. Must have at least 3 years of teaching experience as a lecturer at a university level position or an equivalent institution.
5. Must have a minimum of thirty-two (32) publication points as lecturer or equivalent of which at least twenty-four (24) should be from refereed journals.
7. Must show evidence of contribution to university life through active participation in departmental matters, students' academic advising, School and University meetings committee membership and others.
8. Must be recognized and registered by relevant professional bodies (*where applicable*).
9. Evidence of affiliation to a professional body will be an added advantage.

SENIOR LECTURER, CRIMINOLOGY AND SECURITY MANAGEMENT, JOB GRADE MU 13 - KeMU/ASA/SEPS/1/9/2026 – 1 POST, NAIROBI CAMPUS

Reports to the Chair of Department.

Minimum Requirements

1. Doctorate degree holder in Criminology and Security Management or its academic equivalent from a recognized or accredited institution.
2. Master's degree in Criminology and Security Management qualification in international relations or its equivalent from an accredited and recognized University.
3. Bachelor Degree in Criminology and Security Management or its equivalent from an accredited and recognized university.
4. Must have at least 3 years of teaching experience as a lecturer at a university level position or an equivalent institution.
5. Must have a minimum of thirty-two (32) publication points as lecturer or equivalent of which at least twenty-four (24) should be from refereed journals.
6. Must show evidence of contribution to university life through active participation in departmental matters, students' academic advising, School and University meetings committee membership and others.
7. Must be recognized and registered by relevant professional bodies (*where applicable*).
8. Evidence of affiliation to a professional body will be an added advantage.

LECTURER POSITIONS

Duties and Responsibilities

1. Teaching and evaluation of undergraduate and postgraduate students.
2. Setting, moderating, administering, processing and marking examinations.
3. Academic advising and mentoring undergraduate and postgraduate students.
4. Articulating the Vision and Mission of the University, Department and the Faculty.
5. Initiating, planning and conducting research.
6. Development of teaching and learning materials.
7. Supervising undergraduate and postgraduate students in research activities.
8. Developing research proposals for funding.
9. Participate in meetings and conferences related to research and building inter-disciplinary collaboration within and outside the department.
10. Participating in preparation of Department and Faculty strategic plans.
11. Organizing and supervising educational activities for undergraduate and postgraduate students.
12. Attending and participating in seminars, workshops, conferences, in relevant fields.

13. Participating in administrative, academic and consultancy activities in Department and other organizations.
14. Participating in planning, development, implementation and evaluation of curricula in the Department.
15. Attending and participating in the Departmental meetings and other activities for effective and efficient management of the Department and Faculty.
16. Performing any other duties and responsibilities as may be assigned or delegated by the Head of Department, Dean of Faculty or other Chief Officer of the University in accordance with the University Statutes.

**LECTURER, PUBLIC HEALTH AND COMMUNITY HEALTH, JOB GRADE MU 12
KeMU/ASA/PHC/1/9/2026 (1) POST, NAIROBI CAMPUS**

Reports to the Chair of Department.

Minimum Requirements

1. PhD Degree in Public Health/Environmental Health or its equivalent from a recognized academic institution.
2. Master's degree Public Health /Environmental health or its equivalent from a recognized academic institution
3. Bachelor's degree in public Health/ environmental Health from a recognized academic institution.
4. Must have at least three years of teaching or research experience at university level or school.
5. Must be a registered member of Public Health Officers and Technicians council (PHOTC).

**LECTURER, ANAESTHESIOLOGY – MBChB PROGRAMME, JOB GRADE MU 12
KeMU/ASA/BMBS/1/9/2026 (1) POST**

Reports to the Chair of Department.

Minimum Requirements

1. Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBChB)
2. Must be a holder of Master of Medicine in Anaesthesiology or its equivalent.
3. The applicant must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or equivalent in the EAC countries and hold a retention certificate of the KMPDC.
4. Teaching experience in a medical school will be an added advantage.

**LECTURER, OPHTHALMOLOGY - MBChB PROGRAMME, JOB GRADE MU 12
KeMU/ASA/BMBS/2/9/2026 (1) POST**

Reports to the Chair of Department.

Minimum Requirements

1. Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBChB)
2. Must be a holder of Master of Medicine in Ophthalmology or its equivalent.
3. The applicant must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or equivalent in the EAC countries and hold a retention certificate of the KMPDC.
4. Teaching experience in a medical school will be an added advantage.

LECTURER, ENT - MBChB PROGRAMME, JOB GRADE MU 12 - KeMU/ASA/BMBS/3/9/2026 (1) POST

Reports to the Chair of Department.

Minimum Requirements

1. Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBChB)
2. Must be a holder of Master of Medicine in ENT or its equivalent.
3. The applicant must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or equivalent in the EAC countries and hold a retention certificate of the KMPDC.
4. Teaching experience in a medical school will be an added advantage.

LECTURER, PSYCHIATRY - MBChB PROGRAMME, JOB GRADE MU 12 KeMU/ASA/BMBS/4/9/2026 (1) POST

Reports to the Chair of Department.

Minimum Requirements

1. Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBChB)
2. Must be a holder of Master of Medicine in Psychiatry or its equivalent.
3. The applicant must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or equivalent in the EAC countries and hold a retention certificate of the KMPDC.
4. Teaching experience in a medical school will be an added advantage.

LECTURER, HUMAN PATHOLOGY – MBChB PROGRAMME, JOB GRADE MU 12 KeMU/ASA/BMBS/5/9/2026 (1) POST

Reports to the Chair of Department.

Minimum Requirements

1. Must be a holder of Bachelor of Medicine and Bachelor of Surgery (MBChB)
2. Must be a holder of Master of Medicine in Human Pathology or its equivalent.
3. The applicant must be duly registered by KMPDC (Kenya Medical Practitioners and Dentists Council) or equivalent in the EAC countries and hold a retention certificate of the KMPDC.
5. Teaching experience in a medical school will be an added advantage

LECTURER, PHARMACEUTICAL CHEMISTRY JOB GRADE MU 12 - KeMU/ASA/PHRM/1/9/2026 (1) POST

Reports to the Chair of Department.

Minimum Requirements

1. A Bachelor's degree in Pharmacy (BPharm) with specialization in any of the following fields; and a Master's degree in Pharmaceutical Chemistry from a recognized institution
Or
2. A Bachelor's degree with a major in Medicinal Chemistry or equivalent and a Master's degree in Pharmaceutical Chemistry.
3. Membership with the relevant professional bodies as applicable.
4. Possess teaching, research or relevant professional experience in a university or any other similar institution.

LECTURER, PHARMACEUTICS - JOB GRADE MU 12, KeMU/ASA/PHRM/2/9/2026 (1) POST
Reports to the Chair of Department.

Minimum Requirements

1. Bachelor of Pharmacy (BPharm)
2. Master of Pharmacy (MPharm) in Industrial Pharmacy, Pharmaceutics, or any other related field.
3. Membership with the relevant professional bodies as applicable.
4. Possess teaching, research or relevant professional experience in a university or any other similar institution.

LECTURER, PHARMACOGNOSY - JOB GRADE MU 12 KeMU/ASA/PHRM/3/9/2026 (1) POST
Reports to the Chair of Department.

Minimum Requirements

1. Bachelor of Pharmacy (BPharm)
2. Master of Pharmacy (MPharm) in Pharmacognosy or any other related field.
3. Membership with the relevant professional bodies as applicable.
4. Possess teaching, research or relevant professional experience in a university or any other similar institution.

LECTURER, CLINICAL PHARMACY - JOB GRADE MU 12 KeMU/ASA/PHRM/4/9/2026 (1) POST
Reports to the Chair of Department.

Minimum Requirements

1. Bachelor of Pharmacy (BPharm)
2. Master of Pharmacy (MPharm) in Clinical Pharmacy or a closely related field.
3. Membership with the relevant professional bodies as applicable.
4. Possess teaching, research or relevant professional experience in a university or any other similar institution.

LECTURER, PHARMACOLOGY - JOB GRADE MU 12 KeMU/ASA/PHRM/5/9/2026 (1) POST
Reports to the Chair of Department.

Minimum Requirements

1. Bachelor of Pharmacy (BPharm)
2. Master of Pharmacy (M.Pharm) in Pharmacology or any other related field
3. Membership with the relevant professional bodies as applicable.
4. Possess teaching, research or relevant professional experience in a university or any other similar institution.

**LECTURER, AGRONOMY/CROP SCIENCE JOB GRADE MU 12 - KeMU/ASA/AGRI/1/9/2026
(1) POST**

Reports to the Chair of Department.

Minimum Requirements

1. PhD in Agronomy or Crop Science or any related field from an accredited and recognized University.
2. Master's Degree in Agronomy/Crop Science or its equivalent from an accredited and recognized University.
3. Bachelor's Degree in Agronomy/Crop Science or its equivalent from a recognized University
4. KCSE Certificate or equivalent.
5. At least three (3) years of teaching experience at University level.
6. Membership with the relevant professional bodies as applicable.

LECTURER, AGRICULTURAL ECONOMICS/AGRIBUSINESS MANAGEMENT JOB GRADE MU 12 - KeMU/ASA/AGRI/2/9/2026 – (1) POST

Reports to the Chair of Department.

Minimum Requirements

1. PhD in Agricultural Economics, Agribusiness management or any related field from an accredited and recognized University.
2. Master's Degree in Agricultural Economics/Agribusiness Management or its equivalent from an accredited and recognized University.
3. Bachelor's Degree in Agricultural Economics/Agribusiness Management or its equivalent from a recognized University.
4. KCSE Certificate or equivalent.
5. At least three (3) years of teaching experience at University level.
6. Membership with the relevant professional bodies as applicable.

**CROP PRODUCTION TECHNICIAN, JOB GRADE MU 8 - KeMU/ASA/AGR/3/9/2026 -
(1) POST**

Reports to the Chair of Department.

Duties and Responsibilities

1. Setting up and maintaining laboratory equipment, tools, and field plots for practical sessions.
2. Assisting lecturers in demonstrating crop production techniques, such as planting, irrigation, pest control, and harvesting.
3. Helping design, set up, and manage field experiments and research trials related to crop production.
4. Preparing teaching materials, such as charts, samples, and models, to aid in instruction.
5. Assisting faculty and students in collecting data from field experiments or research projects.
6. Conducting laboratory analysis of soil, plant, and water samples to support research activities.
7. Maintaining an inventory of laboratory and field equipment, tools, and supplies.

8. Ensuring that all activities comply with safety and environmental regulations.
9. Maintaining records of laboratory and field activities, including experiment results and inventory.
10. Preparing reports on laboratory and field activities for departmental review.

Minimum Requirements

1. Diploma in Agriculture or Agricultural Biotechnology or equivalent from a recognized institution.
2. Ability to conduct soil, plant, and water analysis using laboratory equipment.
3. At least Two (2) years practical experience in crop production, preferably in research, academic, or agricultural extension setting.
4. Must be computer literate.

ADMINISTRATION DIVISION

STUDENT COUNSELLOR - JOB GRADE MU12 - KeMU/ADM/SW/1/9/2026 (1) POST

Reports to the Dean of Students.

Duties and Responsibilities

The Students Counsellor will be expected to:-

1. Provide guidance and counselling services to students and employees.
2. Promote personal, social and career development.
3. Provide appropriate interventions to assist employees/ students with psycho-social related problems.
4. Identify employees/ students with social, psychological or health related problems and assisting in getting solutions.
5. Prepare, develop, review and monitor comprehensive counseling plans.
6. Analyze and take appropriate action on feedback from students' customer satisfaction surveys.
7. Maintain accurate records of counseling services.
8. Recommend to the University Management, those students who may need assistance.
9. Any other duties as assigned by the immediate supervisor.

Minimum Requirements

1. Doctorate degree in Counselling Psychology or any other related field from an accredited institution.
2. Master's Degree in Counselling Psychology or a related field from a recognized institution.
3. Bachelor's degree in Counselling Psychology or a related field from a recognized institution.

4. Served at the grade of Counsellor or a comparable position in a university or public service office for at least six (6) years.
5. Undertaken counsellor supervision course lasting not less than four (4) weeks.
6. Psychological Debriefing Course lasting not less than one week.
7. Valid Membership certificate by the Counsellors and Psychologist Board.
8. Proficient in Computer Applications.
9. Shown merit and ability as reflected in work performance.
10. Ability to keep confidentiality of clients' information.

**ASSISTANT STUDENT COUNSELLOR, JOB GRADE MU 11 - KeMU/ADM/SW/2/9/2026
(1) POST - NAIROBI CAMPUS**

Reports to the Student Counsellor.

Duties and Responsibilities

The Assistant Students Counsellor will be expected to:-

1. Provide counseling services at the University.
2. Coordinate activities of Peer Counselors in the University
3. Organize student's orientation exercise to familiarize them with counseling services at the University.
4. Keep an accurate record of counseling sessions with the students.
5. Prepare and develop comprehensive counseling plan
6. Liaise with academic advisors in identifying the students who need counseling and making the necessary arrangements to help them.
7. Prepare and keep accurate records of counseling services at the University.
8. Recommend to the University Management those students who may need
9. further assistance.
10. Recommending students for work-study programme.
11. Supervise staff under them.
12. Any other duties assigned by immediate supervisor.

Minimum Requirements

1. Master's Degree in Counselling Psychology or related field.
2. Bachelor's degree in Counselling Psychology or any related field from a recognized institution.
3. Served at the grade of Counsellor or a comparable position in a university or public service office for at least four (4) years.
4. Psychological Debriefing Course lasting not less than one week.
5. Valid Membership certificate by the Counsellors and Psychologist Board.
6. Proficiency in Computer Applications.
7. Ability to keep confidentiality of clients' information,

ASSISTANT GAMES TUTOR - JOB GRADE MU 10 - KeMU/ADM/SW/3/9/2026 (1) POST NAIROBI CAMPUS

Reports to the Games Tutor.

Duties and Responsibilities

The Games/Sports Officer will be expected to:-

1. Assist in planning, organizing and developing games and sports activities.
2. Ensure general care and maintenance of games facilities.
3. Train and officiate various games and sports activities.
4. Responsible for students going for external fixtures.
5. Popularize sports and games activities among students
6. Issuing games and sports materials and equipment
7. Keeping inventory of games and sports materials and equipment
8. Carry out any other duties that may be assigned by immediate supervisor.

Minimum Requirements

1. Bachelors in Physical Education/Sports Science or equivalent qualification from a recognized institution.
2. At least three (3) years' work experience as a Sports/Games Tutor in a university or comparable institution.
3. Registered with a relevant professional body (where applicable),
4. Must have First Aid and lifesaving skills.
5. Must be Physically fit.

JANITOR - JOB GRADE MU 5 - KeMU/ADM/SW/4/9/2026 (2) POSTS

Reports to the Dean of Students.

Duties and Responsibilities

The Janitor will be expected to:-

1. Ensure supervision and security of students residing in the hostels as well as the hostel facilities.
2. Carry out students' room allocation and check out in the student hostels.
3. Enforce hostel rules and regulations in liaison with the security office.
4. Report issues of sick students in liaison with the University medical center and security Staff.
5. Monitor and report emergency cases in a timely manner that may arise during hours of service to the supervisor.
6. Monitor and report any repair and maintenance works required in the hostels.
7. Ensure that the hostel and security lights facilities are in working order and report any areas requiring repairs and maintenance.
8. Provide linkage and advice to students who may require counseling services, and provide arbitration on minor conflicts in the hostels.
9. Ensure cleanliness of the hostels and surrounding environment at all times.
10. Maintain proper record of hostel inventories and any other relevant documents.
11. Carry out any other related duty as assigned by the supervisor.

Minimum Requirements

1. Certificate in House Keeping / Institutional Management/ Business Administration from a recognised institution with at least three (3) years at the level of hostel attendant or equivalent in a busy organisation.
2. KCSE level of Education or equivalent
3. Have one (1) year experience in related field
4. Be physically fit.
5. Have a certificate of good conduct from the Kenya Police.
6. Have held a clean record of service.
7. Good communication skills, proactive and keen personality

MEDICAL RECORDS OFFICER - GRADE MU 8, KeMU/ADM/KMC/1/9/2026 (1) POST

Reports to the Head, Medical Center.

Duties and Responsibilities

The Medical Records and Information Officer will be expected to:-

1. Liaise with head of the Medical Center on the general administration of health records.
2. Conduct reception, registration and re-scheduling of patients.
3. Maintain patients muster index.
4. Prepare appointments for patients.
5. Compile and provide statistical data to the hospital management as may be required from time to time.
6. Initiate patients' admission, documentation and other related procedures.
7. Coordinate storage and retrieval of medical records, X-rays films.
8. Participate in research in the relevant field of health records.
9. Adopt and implement medical and surgical classification system for retrieval of medical information.
10. Enforce policies and legal rules concerning medical health records and information in the department.
11. Perform any other duties that may be assigned by the immediate supervisor.

Minimum Requirements

1. Diploma in Health Records.
2. At least three (3) years' experience as a Health Records and Information Officer in a busy organization.
3. Valid practicing license by the Health Records and Information Managers Board.
4. Knowledge of Computer Applications.
5. Proficiency in Health Management Information Systems.
6. Possess good interpersonal and communication skills.
7. High level of integrity and confidentiality
8. Experience in customer service or front office will be an added advantage.

Terms and Conditions

The positions are permanent and pensionable.

How to Apply:

Interested candidates should send **three (3) hard copies** of their application, accompanied by detailed Curriculum Vitae (CV), copies of academic and professional certificates, National ID card, passport and any other relevant testimonials to the following address:-

1. Hard copies to be marked and submitted as per the position and reference number to:

**The Vice Chancellor
Kenya Methodist University
P. O. Box 267 – 60200
MERU, KENYA**

2. An electronic copy of the application should be submitted via the email address:
applicationseptember2026@kemu.ac.ke.

Applications should be received on or before **Friday, 18th September, 2026** by close of business at **5.00pm**.

Only shortlisted candidates will be contacted.

Successful shortlisted candidates will be required to bring the following:

1. Tax Compliance Certificate from Kenya Revenue Authority.
2. Higher Education Loans Board.
3. Ethics and Anti-Corruption Commission.
4. Credit Reference Bureau.
5. Certificate of Good Conduct from Criminal Investigation Department.
6. Letters of recommendation (in sealed envelopes) from at least three persons familiar with the applicant's professional experience and general character one of whom must be the pastor of their local church.
7. All the positions above require individuals who are of high ethical standards, integrity, and professionalism.

KeMU is an Equal Opportunity Employer.

