LAIKIPIA UNIVERSITY
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OFFICE OF THE REGISTRAR
[ADMINISTRATION AND HUMAN CAPITAL]

ADVERT REF: LU/ADMIN/R[ADMIN]/132/EA/113 **FRIDAY, 13TH NOVEMBER, 2026**

INTERNAL ADVERTISEMENT FOR STAFF REVIEWS AND PROMOTION

Laikipia University [LU] is a Public Chartered University located approximately 11 km from Nyahururu Town and 50 km from Nakuru City, along the Nyahururu - Nakuru Highway.

To effectively fulfil its mandate, the University hereby declares the following forty-three (43) vacant positions to be filled competitively internally through staff review and promotion. The University therefore invites suitably qualified staff to apply for the advertised positions.

VACANT POSITIONS

S/NO.	POSITIONS	JOB GRADE	NUMBER OF VACANCIES	VACANCY REFERENCE NUMBER
1.	Supplies Chain Management Officer III	Grade AD 8	2	LU/ADM/SCMO/1/11/26
2.	Assistant Librarian II	Grade AD 11	1	LU/ADM/AL - II/2/11/26
3.	Senior Library Assistant II	Grade AD 9	1	LU/ADM/SAL - II/3/11/26
4.	Senior Library Assistant I	Grade AD 10	2	LU/ADM/SLA - I/4/11/26
5.	Senior Electrician I	Grade AD 6	1	LU/ADM/SE - I/5/11/26
6.	Assistant Halls Officer II	Grade AD 6	1	LU/ADM/AHO - II/6/11/26
7.	Senior ICT Officer II	Grade AD 11	1	LU/ADM/SIO - II/7/11/26
8.	Technician I (ICT)	Grade AD 5	1	LU/ADM/ICT -I/8/11/26
9.	Deputy Chief Nursing Officer	Grade AD 11	1	LU/ADM/DCNO/9/11/26
10.	Technologist II	Grade AD 8	1	LU/ADM/TECH - II/10/11/26
11.	Clerical Officer I	Grade AD 5	2	LU/ADM/CO - I/11/11/26
12.	Senior Clerical Officer II	Grade AD 6	2	LU/ADM/SCO - II/12/11/26
13.	Senior Clerical Officer I	Grade AD 7	2	LU/ADM/SCO - I/13/11/26
14.	Office Administrator I	Grade AD 7	1	LU/ADM/OA - I/14/11/26
15.	Senior Office Administrator II	Grade AD 9	3	LU/ADM/SOA - II/15/11/26
16.	Senior Office Administrator I	Grade AD 10	1	LU/ADM/SOA - I/16/11/26

17.	Executive Office Administrator II	Grade AD 11	**1**	**LU/ADM/EOA – II/17/11/26**
18.	Assistant Registrar	Grade AD 12	**1**	**LU/ADM/AR/18/11/26**
19.	Senior Internal Auditor	Grade AD 13	**1**	**LU/ADM/SIA/19/11/26**
20.	Senior Administrative Assistant I	Grade AD 11	**2**	**LU/ADM/SAA – I/20/11/26**
21.	Senior Administrative Assistant II	Grade AD 10	**2**	**LU/ADM/SAA – II/21/11/26**
22.	Senior Assistant Accountant II	Grade AD 9	**1**	**LU/ADM/SAC – II/22/11/26**
23.	Senior Assistant Accountant I	Grade AD 10	**1**	**LU/ADM/SAC – I/23/11/26**
24.	Accountant I	Grade AD 12	**1**	**LU/ADM/AC – I/24/11/26**
25.	Assistant Accounts II	Grade AD 7	**1**	**LU/ADM/ASAC – II/25/11/26**
26.	Senior Legal Officer	Grade AD 13	**1**	**LU/ADM/SLO/26/11/26**
27.	Office Assistant I	Grade AD 3	**2**	**LU/ADM/OA – I/27/11/26**
28.	Driver I	Grade AD 4	**2**	**LU/ADM/DRV- I/28/11/26**
29.	Herdsman/Milker II	Grade AD 3	**1**	**LU/ADM/HRDS – II/29/11/26**
30.	Senior Office Assistant	Grade AD 4	**2**	**LU/ADM/SOA – I/30/11/26**
31.	Security Guard I	Grade AD 4	**1**	**LU/ADM/SG – I/31/11/26**

HOW TO APPLY:

Interested applicants should: -

1. Visit the University website using the below **URL link** for detailed job requirements/specifications, duties, and responsibilities.
   URL Link: https://drive.google.com/file/d/1qsbmwsMtr_0Uba8TKi4xTx7bxQAxaEBE

2. Submit to the undersigned:
   a) **Three [3] hard copies** of their application documents containing, application letter, detailed Curriculum Vitae and certified copies of both academic and professional certificates and any other testimonials, and
   b) **One (1) soft copy** of the complete application documents specified in **2(a) above,** combined into a single continuous PDF file and submitted electronically to **recruitment@laikipia.ac.ke.**

3. Your applications should reach the undersigned on or before the close of business i.e. at **5:00 p.m. East African Time** on **Friday, 11th December, 2026.**

The Registrar, Administration & Human Capital
Laikipia University
P. O. Box 1100 – 20300
Nyahururu, KENYA
EMAIL: recruitment@laikipia.ac.ke

Notes: Only successful candidates will be contacted. Canvassing will lead to automatic disqualification.

Laikipia university is committed to affirmative action and encourages applications from persons with disabilities (PWDs), youths, minority and marginalized communities and female (women).