

EGERTON

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**OFFICE OF THE REGISTRAR
(HUMAN CAPITAL & ADMINISTRATION)**

DR/ADMN/52

28th May, 2026

INTERNAL ADVERTISEMENT

DIVISION OF ADMINISTRATION, FINANCE AND PLANNING

Egerton University is pleased to inform all eligible staff currently serving on contract terms that opportunities are available for consideration into permanent and pensionable terms of service, subject to the following criteria:

1. Relevant qualifications and competencies for the position
2. Demonstrated satisfactory performance during the contract period
3. Demonstrated adherence to the Human Resource policies and Procedures Manual (2023) and the Code of Conduct and Ethics Policy (2014)
4. Availability of approved permanent positions

Interested staff are requested to **apply for change of terms** and submit:

1. An application letter
2. An updated Curriculum Vitae (CV)
3. Copies of academic and professional certificates

Please note that meeting the minimum requirements does not automatically guarantee the change of terms to Permanent and Pensionable.

APPLICATION PROCEDURE

Applications should be addressed as below, through the COD/HOD and **must be submitted using the email: applications.afp@egerton.ac.ke** on or before **Friday 12th June, 2026**.

**Deputy Vice Chancellor
Administration Finance & Planning
Egerton University
P.O. Box 536
EGERTON**



Leonard K. Chesang

FOR: REGISTRAR (HUMAN CAPITAL AND ADMINISTRATION)



cc: VC
DVC (AFP) Director (R&E)
DVC (ARE) Registrar (Academic Affairs)
Principal, Nakuru City Campus College Dean/Director/CODs

LKC/es