



BOMET UNIVERSITY COLLEGE
(A Constituent College of Moi University)
OFFICE OF THE PRINCIPAL

Email: principal@buc.ac.ke

P. O. Box 701 – 20400, BOMET, Kenya

VACANT POSITIONS FOR REPLACEMENT

Bomet University College (BUC) is a Constituent College of Moi University established through the Legal Notice No. 145 of 27th July 2017. BUC is located in Bomet County. The BUC invites applications from suitably qualified candidates for the following Academic and Administrative Positions that have become vacant:

ACADEMIC POSITIONS				
SPECIALIZATION In any of the Areas listed below;	POSITION	SCALE	NO.	JOB REFERENCE
Computer Science Pure Mathematics Physics (Electronics) Chemistry (Physical Chemistry) Communication Public Relations Economics Linguistics in English History Literature Geography Penology Philosophy Religion Procurement Project Planning and Management Accounting Educational Foundations Economics of Education	Associate Professor	BUC 14	1	BUC/ACD/1/11/2021
	Senior Lecturer	BUC 13	1	BUC/ACD/2/11/2021
	Lecturer	BUC 12	1	BUC/ACD/3/11/2021

The qualifications for the advertised position are based on Commission for University Education (CUE) harmonized criteria for appointment and promotion of academic staff. Please visit Commission for University Education (CUE) website for more information.

ADMINISTRATIVE POSITIONS				
S/N	POSITION	SCALE	NO.	JOB REFERENCE
1	Legal Assistant I	BUC 10	1	BUC/ADM/1/11/2021
2	Legal Assistant II	BUC 8	1	BUC/ADM/2/11/2021
3	Assistant Farm Manager	BUC 7	1	BUC/ADM/3/11/2021

Terms of Service: Permanent and Pensionable terms, subject to successful completion of Probation period of six (6) months.

INTERNSHIP OPPORTUNITIES -REF/BUC/ADM/INT/1/11/2021

Bomet University College (BUC) Internship Programme is designed to provide opportunities to University and College graduates to enable them develop valuable technical and professional skill while gaining work experience. The Programme aims at inculcating Interns with qualities to become patriotic, responsible and honest citizens. The Programme targets persons who have completed and graduated in degree/diploma training; and have not previously gone through an internship programme.

BUC is pleased to announce to Recruitment of five (5) interns in the following areas of specialization:

1. Information Communication Technology (ICT);
2. Library;
3. Procurement;
4. Finance;
5. Academic and Research

Duration of Internship: Twelve (12) months non- renewable.

Stipend: Interns will be paid monthly Stipend as determined by Bomet University College.

General Requirement: Current Certificate of Good Conduct from the National Police Service (NPS), once successfully Recruited.

GENERAL REQUIREMENTS FOR THE POSITIONS

Only shortlisted candidates will be contacted and will be expected to satisfy requirements of the Chapter Six of the Constitution of Kenya (2010) once successfully Recruited.

Interested applicants should visit the Bomet University College website <https://www.buc.ac.ke> for detailed Job Specifications, Remuneration and other job requirements. The Reference Number of the Position applied for should be clearly indicated in the Applications letter addressed to: **The Principal, Bomet University College, P.O Box 701-20400, BOMET.** A signed Application letter and testimonials should be emailed to: recruitment1@buc.ac.ke on or before **14th December, 2021 at 5.00 pm.**

Bomet University College is an Equal Opportunity Employer. Persons having difficulties in performing activities of daily life and marginalized groups are encouraged to apply.

TENDER NOTICE

Bomet University College wishes to invite interested and eligible national candidates for the following Provision of Services for the Financial Year 2021-2022.

S/N	Tender No.	Item Description	Eligibility	Closing Date
1.	BUC/OT/ADM /01 / 2021-2022	Provision of Security Services	Open to All	7 th December, 2021 at 10:00 am
2.	BUC/OT/DEV/02/2021-2022	Proposed Roofing of Courtyard at Green Tuition Block	Open to All	7 th December, 2021 at 10:00 am
3.	BUC/OT/ADM /03/ 2021-2022	Supply and Delivery of Library books	Open to All	7 th December, 2021 at 10:00 am
4.	BUC/OT/DEV/04/ 2021-2022	Construction of 3No. Ablution Block (Re-Advertisement)	Open to All	7 th December, 2021 at 10:00 am
5.	BUC/OT/ADM/05/ 2021-2022	Supply and Delivery of Furniture	Open to All	7 th December, 2021 at 10:00 am
6.	BUC/OT/ DEV /06/ 2021-2022	Proposed Construction and Extension of Ablution Block and Kitchenette, Collaboration, International and Training Centre Unit for the Start Up Village Centre Phase II	Open to All	7 th December, 2021 at 10:00 am

Interested eligible bidders who wish to apply may obtain Tender Documents with detailed requirements and conditions, from the Procurement Office at a non-refundable fee of Ksh. 1,000 per set, between 8.00 am to 5.00 pm on working days, or download from the University website: <https://www.buc.ac.ke> or Public Procurement information Portal: <https://www.tenders.go.ke>. Bidders are required to complete and submit the Tender Document in a plain sealed envelope, clearly marked "Tender No" addressed to: **The Principal, Bomet University College, P.O Box 701-20400, Bomet**, and deposit in the Tender Box at the Reception in the Green Tuition Block at **Bomet University College**, on or before: **7th December, 2021, at 10:00 am.** Tenders will be opened immediately thereafter in the presence of bidders or their representative who choose to attend. Please adhere to Covid-19 remedies.

Bidders are encouraged to visit the Site at their own convenient time. Bidders are advised to regularly visit **Bomet University College** website to obtain any additional information/ Addendum on the Tenders which will form part of the Tender Document. Prices Quoted should be net inclusive of all Government taxes and other expenses and must remain valid for **150 days** from the date of closing / Opening.