



Vacancy Form

General Details

Vacancy No:	CUE:VACANCY_009	Financial Year
Document Date	1/30/2023	Recruitment Plan ID
Requestor No.	0204	Approval Status
Requestor Name	Margaret W Kamoni	

Vacancy Details

Position ID	JD-119	Establishment
Salary Scale	CUE 2	No. of Openings
Seniority Level	Executive	Target Candidate Source
Terms of Service	CONT	Sourcing Method

Recruitment Details

Recruitment Reason		Planned Employment Start Date
Justification		Planned Employment End Date
Planned Start Date	1/31/2023	Applications Closing Date
Planned End Date	24/2/2023	Applications Closing Time

Requirements

Category	Description	Requirement Type
Academic	Master's Degree in any of the following disciplines: - Education, BusinessAdministration, Law, Social Sciences or any other relevant qualification from arecognized institution;	Mandatory
Ethics & Integrity	Fulfilled the requirements of Chapter Six of the Constitution of Kenya;	Mandatory
Experience	At least twelve (12) years relevant experience, five (5) years of which shouldhave been at the level of senior management in a comparable institution;	Mandatory
Professional	Leadership course lasting not less than four (4) weeks form a recognizedinstitution;	Mandatory
Skills & Competencies	Proficiency in computer applications;	Mandatory

Responsibilities



Vacancy Form



2021/2022

CUE:RECRUIT-006

Released



1

1

Open

2



2/23/2023



**Substitute
Qualification
Exist Req
Requirement**

False

False

False

False

False





Vacancy Form

Description

Initiating formulation, implementation and review of policies, standards and guidelines for recognition and quality assurance;

Overseeing the conduct of regular and impromptu audits for quality assurance;

Recognize and equate degrees, diplomas and certificates conferred or awarded by foreign universities and institutions in accordance with the set Standards & Guidelines;

Ensuring institutionalization of Internal Quality Assurance in universities

Processing of self-assessment reports from Universities;

Coordinating the development of criteria and requirements for admission to universities;

Undertaking research on quality audit and recognition in liaison with Research Division;

Overseeing co-ordination, evaluation and recommendation of institutions for Licensing of Student Recruitment Agencies;

Promoting an institutional culture of quality assurance and self-analysis by encouraging universities to develop strong internal quality assurance mechanism; and

Coordinating the preparation and implementation of the division budget, work plans and performance management

Work Conditions



Vacancy Form

Category

Description
