



UNIVERSITY OF NAIROBI

INTERNAL ADVERTISEMENT

Applications are invited for the following position:

SENIOR WEB COMMUNICATIONS OFFICER, GRADE DEF, DIRECTORATE OF CORPORATE AFFAIRS, CENTRAL ADMINISTRATION, AD/10/232/23 – 3 POSTS

Applicants must be holders of either a Bachelor's Degree or Higher Diploma in any of the following fields: Public relations, Communication, Journalism or any other related field from a recognized learning Institution. They should have three (3) years experience as Web Support Officer Grade ABC or a comparable position.

The successful candidate will among other assignments be expected to set and direct content, online brand and social media strategy, manage web feedback and social media sites, over university activities and avail the information on the relevant websites prepare regular report on performance metrics and submit to stakeholders.

NOTES

1. Applicants should email their application letters, certified copies of certificates and curriculum vitae (CV) giving details of their qualifications, experience and three (3) referees, as well as indicating their telephone and e-mail contacts.
2. Applications and related documents should be addressed to the Director, Human Resource, University of Nairobi.
3. Applicants should state their current designations, salaries and other benefits attached to those designations.
4. The application letter must bear the reference code indicated in the advertisement.
5. Late applications will not be considered.
6. Applications should be emailed as one file in PDF to: recruit-wcoca@uonbi.ac.ke

CLOSING DATE: THURSDAY, NOVEMBER 2, 2023

**THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER.
ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.**