



KENYA SCHOOL OF GOVERNMENT

Empowering the Public Service



INTERNSHIP OPPORTUNITIES

The Kenya School of Government was founded in 2012 under an Act of Parliament. The institution comprises the Kenya Institute of Administration (KIA) that had been established in 1961; the Kenya Development Learning Centre (KDLC) in existence since 2005; and the four institutions formerly known as Government Training Institutes located at Baringo, Embu, Matuga and Mombasa that became Campuses of the School under the provisions of the Act.

The Mandate of School is to build skills, competencies, and expertise of public servants at both National and County levels of Government and at all levels of the hierarchy, from the lowest to the highest in the Service.

In support of the Government's Youth Initiative to develop a pool of young talents for the Kenyan Labour Market, the School runs a six (6) months Internship Program for unemployed Kenyan graduates at degree, diploma and professional certificates levels. The program aims at granting the youth an opportunity for on-the job experience to build upon the skills they learned at institutions of higher learning as well as for their professional development. This, it is believed, will enhance their employability.

The School is calling for application to the fourth cohort of the Internship Program in the following support services for the various functions: -

- 1) Training, Research and Consultancy
- 2) Library and Information Science
- 3) Finance
- 4) Human Resource
- 5) Supply Chain Management
- 6) Hospitality
- 7) Information Communication and Technology
- 8) Corporate Communications
- 9) Sales and Marketing

Qualifications and Basic Requirements

Applicants for these positions should: -

- 1) Be Kenyan citizens;
- 2) Be in possession of Bachelor's degree, a Diploma or a Professional Certificate from a recognized Institution in the relevant discipline;
- 3) Be aged between 20 to 34 years;
- 4) Have completed a training and graduated in the last twelve (12) months;
- 5) Not have undertaken any other internship program or exposed to work experience related to their area of study since graduation.

Personal Attributes

The candidates should: -

- 1) Be persons of integrity;
- 2) Be computer literate;
- 3) Be in possession of a certificate of good conduct; and
- 4) Have strong written & oral communication skills.

Application Procedure

If you possess the requirements and interested in the internship program submit your application to the hr@ksg.ac.ke by 5.00pm Wednesday November 28, 2018.

Note

- 1) Only shortlisted candidates will be contacted;
- 2) The Program does not guarantee employment after completion;
- 3) Incomplete applications will not be considered;
- 4) Gender, ethnicity, disability and regional balance considerations will be applied; and
- 5) Canvassing directly or indirectly will result to disqualification.

DIRECTOR GENERAL

