

## REPUBLIC OF KENYA

## PUBLIC SERVICE COMMISSION OF KENYA

## RECOMMENDATION FOR FILLING VACANCIES BY PROMOTION

(To be sent in original only, on a separate form in respect of each category of appointment)

To:

**THE SECRETARY, PUBLIC SERVICE COMMISSION  
P. O. BOX 30095 - 00100, NAIROBI**

1. I report the following vacancies in the Ministry of Investments, Trade and Industry, State Department for Industry, **Eight (8) Posts of Instructor I, CSG '10' (KITI Nakuru)**.

Basic salary Scale **Ksh. 38,270 p.m.** rising to **Ksh. 51,170 p.m.**  
(Minimum) (Maximum)

2. Head and item of \*Revenue/Development Estimates **2023/2024**.....

Number of Vacancies	Vacancy/Vacancies vacant with effect from	Reason for Vacancy/ices
<b>Eight (8) Posts</b>	-	Positions left vacant due to natural attrition

Name	Starting Salary and Salary Scale	Terms of Service	Date to be Appointed
<b>Instructor I</b>	<b>Ksh. 38,270 p.m.</b> rising to <b>Ksh. 51,170 p.m.</b>	Permanent and Pensionable	<b>PSC to decide</b>

- \*3. I recommend that the vacancy/vacancies be advertised and submit a draft advertisement on the back of this form.

**Signed:** Dr. Juma Mukhwana, PhD, HSC  
**PRINCIPAL SECRETARY**

State Department for Industry  
Ministry of Investments, Trade and Industry

Department Reference No. **MITC/IND/3/1/104**

Date: **29<sup>th</sup> May, 2023**

*\*Delete inapplicable words +Quote PSC Authority (if any) and Terms of Service. PTO*

**MINISTRY OF INVESTMENTS, TRADE AND INDUSTRY  
STATE DEPARTMENT FOR INDUSTRY**

**Instructor I, CSG '10', Eight (8) Posts**

**Salary Scale: Ksh. 38,270 x 1,470 – 39,740 x 1,520 – 41,260 x 1,710 – 42,970 x 1,920 – 44,890 x 2,000 – 46,980 x 2,110 – 49,000 x 2,170 – 51,170 p.m.**

**Terms of Service**

Permanent and Pensionable

**(a) Duties and Responsibilities:**

Duties and responsibilities at this level will entail:- instructing in the area of specialization, conducting and evaluating practical assignments for trainees; preparing and maintaining schedules for machines, equipment and training aids; designing projects for trainees and guiding junior instructors; ensure workshop tools, machines and equipment are cleaned; implement training programmes in the area of specialization; and preparing training materials including teaching and instructional aids. In addition, the officer will prepare work/lesson plans, assess and mark practical work for students.

**(b) Requirements for Appointment:**

For appointment to this grade, an Officer must have:-

- i. Served in the grade of Instructor II for minimum period of three (3) years or a comparable position in the public sector;
- ii. Diploma in any of the following disciplines:-Automotive Engineering, Mechanical Engineering , Plant Engineering, Electrical Engineering, Electronics Engineering, Civil Engineering, Building Construction, Clothing and Textiles Technology, Leather and Tannery, Leather Technology, Food Technology, Entrepreneurship Education, Ceramics, Plastic Technology, Information Communication Technology, Information Technology, Foundry Technology, Food and Beverage, Agricultural Engineering, Business Management/Administration, Water Engineering, Telecommunication Engineering, Mechatronics Engineering, Refrigeration and Air Conditioning, Technical Education, Clothing, Textiles and Interior Design, Fashion Design and Marketing, Fashion Design & Textiles Technology, Community Development or its equivalent qualification from a recognized institution;
- iii. Instructors Training Certificate lasting not less than six (6) months from a recognized Institution;
- iv. Certificate in Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution;

- v. Certificate in computer applications; and
- vi. Shown merit and ability as reflected in work performance and results.