



## INTERNAL JOB ADVERTISEMENT

Pwani University, a Premier University at the Coast situated in the beautiful scenic tourist resort town of Kilifi is an equal opportunity employer. The University's Mission is to generate, disseminate and apply knowledge while sustaining excellence in teaching, learning and research by molding students to international standards and encouraging and supporting members of staff to undertake research. The University has a vacancy for the position of **Cook II**.

**COOK II GRADE 3**

**2 POSITIONS**

**REF: PU/ADV/01/01/2024**

### **REQUIREMENTS FOR THE POSITION OF COOK II GRADE 3**

This is an entry level to this cadre in the University and appointment shall be on such terms and conditions as may be determined by the Council from time to time depending on age, citizenship or any other reason as may be stipulated in the Kenyan Labour Laws.

#### **Academic Qualification**

The candidate must possess a minimum of KCSE Mean Grade D Plain, plus a Certificate in Food and Beverage production and Service, or equivalent qualification from a recognised institution.

#### **Experience**

This is entry level to this cadre in the University; however, the candidate should have at least **one year** work experience with proven integrity, honesty, independence, innovativeness and compliance to deadlines.

In addition, the candidate should have experience in the following;

- Ability to work under pressure
- Arranging and garnishing food
- Food production, portioning and service
- Preparing all types of food
- Seasoning and cooking food according to recipes
- Serving food to waiters

#### **Skills**

The candidate must have skills in:

- Communication
- Culinary arts
- Food preservation
- Handling emergencies
- Multi-tasking
- Teamwork

## **TERMS OF SERVICE**

Benefits for the above positions include a competitive basic salary, house allowance, medical cover for staff and dependents, life Insurance, opportunities for further development and training and other regular allowances as determined by SRC.

Interested applicants should submit four (4) copies of their application accompanied by a detailed Curriculum Vitae, providing details of age, marital status, academic and professional qualifications, work experience, present post and salary, email address, telephone, names and contacts of three referees who are knowledgeable about the competence of the applicant, copies of relevant certificates and testimonials.

**Applications and letters of recommendation from referees should be addressed to:**

**The Vice Chancellor  
Pwani University  
P. O Box 195-80108, Kilifi**

**Candidates with foreign qualifications MUST submit a Certificate of Recognition from the Commission of University Education (CUE).**

**Pwani University is an equal opportunity employer, female candidates and persons living with disability are encouraged to apply. The latter should attach their National Council for Persons with Disability (NCPWD) Certificate.**

The deadline for submitting applications is **Friday 9<sup>th</sup> February 2024**. Applications received later than this date **will not** be considered

**Please Note that:** Only shortlisted candidates will be contacted.

Canvassing will lead to automatic disqualification

### **NO FEE**

**PWANI UNIVERSITY DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, OR APPOINTMENT)**