



EMPLOYMENT OPPORTUNITIES AT PWANI UNIVERSITY

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 invites applications from suitable qualified candidates to fill the position of **Assistant Farm Manager I Grade 10**

ASSISTANT FARM MANAGER I

1 POSITION:

REF: PU/ADV/02/07/2026

REQUIREMENTS FOR THE POSITION OF ASSISTANT FARM MANAGER I GRADE 10

This is a senior-level position in 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 have a Bachelors degree in Agriculture/Agribusiness Studies or its equivalent from a recognized Institution, with bias in Accounting and Finance.

Experience

The candidate must have **ten (10) years** of continuous work experience, **three (3)** of which should be at the level of **Assistant Farm Manager II** or comparable grade with proven integrity, honesty, independence, innovativeness and compliance to deadlines.

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

- Maintenance of farm records and inventory
- Monitoring the quality of production and performance within the farm
- Preparation of daily farm operation reports
- Preparation of work schedules
- Preparation of workplans, budgets and procurement plans
- Undertake planning and setting production targets

Skills

The candidate must have the following: -

- Analytical skills
- Communication skills
- Computer proficiency
- Interpersonal skills
- Organisational skills
- Report writing skills



- Supervisory skills
- Team work skills

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 recommendations letters 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.

Pwani University is an equal opportunity employer committed to Diversity, Equity and Inclusion. The University encourages applications from qualified applicants of all genders, persons with disabilities, and members of marginalized groups.

Reasonable accommodation will be provided to applicants with disabilities during the recruitment process upon request. Applicants who wish to be considered under the category of persons with disabilities should attach a valid National Council for Persons with Disabilities (NCPWD) registration certificate.

The deadline for submitting applications is **Wednesday 5th August, 2026**. Applications received later than this date **will not be** considered.

Please Note: 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)

