ADVERTISEMENT

POST: DRIVER FOR KUC NAIROBI CAMPUS

The Collège is inviting applications for the suitable qualified candidates for the positions of drivers for Nairobi Campus with details as follows :

No	Position/ Title	Department	Grade	No of vacant Positions	Terms of service
1.	Driver III	Human Resource and Administration	KUC 12	4	Contract

Duties and responsibilities will entail assisting in:

i) Carrying out routine checks on vehicle's cooling, oil, electrical and brake systems and tyre pressure;
ii) Detecting and reporting vehicle defects on time; ensuring vehicle cleanliness;
iii) Driving the vehicle as authorized;
iv) Ensuring security and safety of the vehicle on and off the road, passengers and goods therein;
v) Maintaining daily work ticket;
vi) Ensuring routine service and maintenance of the vehicle;
vii) Timely reporting of accidents and follow up of police abstract;
viii) Vehicle inspection and keeping up-to-date insurance documents.
ix) Maintain strict confidentiality in matters learnt inadvertently or otherwise from phone calls, conversations and other interactions with the passengers or between the passengers and other parties

For appointment to this position, a candidate must have: -

i) Kenya Certificate of Secondary Education (KCSE) mean grade of D- (Minus);
ii) Computer proficiency
iii) PSV Certificate
iv) Defensive Driving and first aid skills Certificate from a recognized institution;
v) Valid Driving License; Class B1, B2, B3,C1,CE,D1,D2,D3,D4
vi) Occupational Trade Test Grade III for drivers;
vii) Proven driving skills; Relevant experience of not less than five (5) years
viii) Meets the provisions of Chapter Six of the Constitution

TERMS OF OFFER

The successful candidate's appointment will be as follows:

1. Job Grade KUC 12
2. Salary scale of **Ksh.23,170 x 1,062 - 24,232 x 1,115 - 25,347 x 1,206 - 26,553 x 1,207 - 27,760 x 1,207 - 28,967 x 1207 - 30,174 x 1,207 - 31,381 x 1,207 - 32,588 x 1,207 - 33,795 x 1,207 - 35,002 x 1, 207 – 36,209 x 1207 - 37,416 x 1,207 - 38,623 x 1,207 - 39,830 x 1,207 - 41,037 p.m.**
3. In addition, an attractive remuneration package will be offered in accordance to the institution and the Public Service Commission (PSC) guidelines.

Only shortlisted candidates shall be contacted. KUC is an equal-opportunity employer committed to diversity and gender equity. Any form of canvassing shall lead to automatic disqualification. Terms of employment and job requirements are posited in the Kenya Utalii College website: www.utalii.ac.ke

Applications from qualified and interested candidates should be received not later than **5.00pm** on **Tuesday, 17th November, 2026** and addressed as follows:

The Principal/Chief Executive Officer,
Kenya Utalii College,
Off Thika Super Highway Road,
P.O Box 31052-00600,
NAIROBI

CORPORATE COMMUNICATIONS OFFICE
KENYA UTALII COLLEGE
26 OCT 2026
SIGNATURE:.....
NAIROBI