

TEACHERS SERVICE COMMISSION



VACANCIES FOR DIRECTOR (KISE), CHIEF PRINCIPAL AND SENIOR PRINCIPAL (SECONDARY SCHOOLS) IN LINE WITH THE CAREER PROGRESSION GUIDELINES FOR TEACHERS

The Teachers Service Commission is a Constitutional Commission established under Article 237 of the Constitution.

Pursuant to its mandate, the Commission is inviting applications from suitably qualified candidates to fill the posts shown below in line with the **CAREER PROGRESSION GUIDELINES FOR TEACHERS**.

Interested candidates, who meet the required qualifications, should make their applications online through the TSC website– www.teachersonline.go.ke so as to be received on or before 14th December, 2020.

Please note that manual applications will not be considered;

Teachers Service Commission is an equal opportunity employer and persons living with disabilities (PWDs) are encouraged to apply.

ADVERT NO. 2/2020: APPOINTMENT OF DIRECTOR – KENYA INSTITUTE OF SPECIAL EDUCATION (KISE) - (GRADE D5/T-SCALE 15) – 1 POST

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, a teacher must: -

- i. have served in the grade of Senior Principal (Grade D4/TSC Scale 14) for a minimum period of three (3) years;
- ii. be a holder of Bachelor of Education (SNE option) or a Bachelor of Education plus Diploma in Special Needs Education(SNE);
- iii. have a Master's degree in a relevant area;
- iv. have served as Deputy Director Finance and Administration (KISE)/Deputy Director Academic and Students welfare (KISE) or Senior Principal in any public institution;
- v. have satisfactory rating in the performance appraisal and performance contracting process; and
- vi. meet the requirements of Chapter six (6) of the Constitution.

Applicants shall be required to upload the following documents during applications:

- a. Letter of appointment to the current grade;*
- b. Letter of appointment/deployment to the current responsibility;*
- c. Certificate of Good Conduct from Director of Criminal Investigations;*
- d. Clearance Certificate by Higher Education Loans Board (HELB);*
- e. Clearance Application from Ethics and Anti-Corruption Commission (EACC);*
- f. Clearance Certificate from a Credit Reference Bureau;*
- g. Tax Compliance Certificate from Kenya Revenue Authority (KRA);*
- h. Highest academic certificate.*

ADVERT NO. 3/2020: APPOINTMENT OF CHIEF PRINCIPAL - (GRADE D5/T- SCALE 15) – 200 POSTS

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, a teacher must: -

- i. have served in the grade of Senior Principal (Grade D4/TSC Scale 14) for a minimum period of three (3) years;
- ii. be a holder of Bachelor of Education or Bachelor of Science or Arts Degree plus a Post Graduate Diploma in Education (PGDE);
- iii. have demonstrated ability to supervise, mentor and provide professional support to other teachers;
- iv. have satisfactory rating in the performance appraisal and performance contracting process; and
- v. meet the requirements of Chapter six (6) of the Constitution.

NB: Masters Degree in a relevant area will be an added advantage

Applicants shall be required to upload the following documents during applications:

- a. Letter of appointment to the current grade;*
- b. Letter of appointment/deployment to the current responsibility;*
- c. Certificate of Good Conduct from Director of Criminal Investigations;*
- d. Clearance Certificate by Higher Education Loans Board (HELB);*
- e. Clearance Application from Ethics and Anti-Corruption Commission (EACC);*
- f. Clearance Certificate from a Credit Reference Bureau;*
- g. Tax Compliance Certificate from Kenya Revenue Authority (KRA);*
- h. Highest academic Certificate.*

ADVERT NO. 4/2020: APPOINTMENT OF SENIOR PRINCIPAL - (GRADE D4/T-SCALE 14) – 300 POSTS

REQUIREMENTS FOR APPOINTMENT

For appointment to this grade, a teacher must: -

- i. have served in the grade of Principal (Grade D3/TSC Scale 13) for a minimum period of three (3) years;
- ii. be a holder of Bachelor of Education or Bachelor of Science or Arts Degree plus a Post Graduate Diploma in Education (PGDE);
- iii. have demonstrated ability to supervise, mentor and provide professional support to other teachers;
- iv. have satisfactory rating in the performance appraisal and performance contracting process; and
- v. meet the requirements of Chapter six (6) of the Constitution.

NB: Master's Degree in a relevant area will be an added advantage

Applicants shall be required to upload the following documents during applications:

- a. *Letter of appointment to the current grade;*
- b. *Letter of appointment/deployment to the current responsibility;*
- c. *Certificate of Good Conduct from Director of Criminal Investigations;*
- d. *Clearance Certificate by Higher Education Loans Board (HELB);*
- e. *Clearance Application from Ethics and Anti-Corruption Commission (EACC);*
- f. *Clearance Certificate from a Credit Reference Bureau;*
- g. *Tax Compliance Certificate from Kenya Revenue Authority (KRA);*
- h. *Highest academic Certificate*

NOTE:

- 1. Applicants are advised to give accurate information while making their applications.***
- 2. Those who give false information regarding their credentials and qualifications will be automatically disqualified.***
- 3. For duties and responsibilities of the advertised posts, applicants should refer to the CAREER PROGRESSION GUIDELINES FOR TEACHERS (2018), available on the TSC Website (www.tsc.go.ke).***

SECRETARY/CHIEF EXECUTIVE