



# THE SIAYA NATIONAL POLYTECHNIC

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## *Vision*

**A market leader in the provision of top-notch training, research and innovation**

## *Mission*

**To produce competent human resource for sustainable development**

## **EXTERNAL ADVERTISEMENT FOR INTERNSHIP POSITIONS**

**MONDAY, 8<sup>TH</sup> DECEMBER, 2025**

The Siaya National Polytechnic (TSNP) Is A Public TVET Institution Operating Under the TVET Act No. 29 of 2013 In the State Department of Vocational and Technical Training, Ministry of Education, Kenya. It is Situated in Siaya Town along the Siaya -Rang'ala Road.

The Siaya National Polytechnic (TSNP) invites applications from suitably qualified and individuals with excellent credentials to fill the following vacant positions on Internship basis: -

Position	Department	Subject Area	Qualification	No. of Position
Trainer	Mechanical & Automotive Engineering	Trainer in Mechanical Engineering (Plant Option)	Higher National Diploma (HND) in Mechanical Engineering (Plant option) Or its Equivalent	1
Trainer	Liberal Studies	Trainer in Counselling Psychology	Bachelor's degree in counselling psychology	1
Trainer	Health Sciences	Community Health Assistant	Bachelor's Degree in Community Health	1
Trainer	Applied Science	Analytical Chemistry/ Science Laboratory Technology	Bachelors of Technology in Industrial/Applied Chemistry, Analytical Chemistry or its equivalent	1

## **Duties and Responsibilities of the Trainers:**

- Undertaking training in areas of specialization in accordance with the syllabus

- ii. Prepare teaching/learning materials and schemes of work
- iii. Develop Technical teaching and Training Materials.
- iv. Setting and marking examinations/ assignments
- v. Supervision of trainees on attachment
- vi. Instructing, guiding and evaluating trainees in practical exercises
- vii. Reporting progress and overall performance of individual trainees
- viii. Participating in development of curriculum and training programmes
- ix. Undertaking/ carrying out research work under the guidance and supervision of a senior trainer

#### **Other Requirements/Qualifications**

- i. Background training in Competency-Based Education Training (CBET)
- ii. Pedagogy in Education, training, Technical and Vocational Education and Training Authority (TVETA) Registration, Registration with relevant professional bodies where applicable will be an added advantage

<b>Position</b>	<b>Department</b>	<b>Qualification</b>	<b>No. of Position</b>
Assistant Librarian	Library	Diploma in Library Studies, Information Science or its equivalent qualifications from a recognized institution. Certificate in Computer Applications from a recognized institution.	1
ICT Technician	Computing and Informatics	Diploma in any of the following disciplines; Information Technology/Business Information Technology/Information Communication Technology/Computer Science or equivalent qualification from a recognized Institution	1
Technician - Applied Science	Applied Sciences	Diploma in Science Laboratory Technology, Analytical Chemistry, Applied Biology. Certificate in Computer Applications from a recognized institution.	1
Cook	Catering Department	Craft Certificate in Food and Beverage or its equivalent from a recognized Institution, Valid Certificate of Health for Food Handlers. Skills in Food Presentation, kitchen management, customer service and cooking techniques.	1

#### **Duties and Responsibilities Assistant Librarian**

- i. Respond to library section queries
- ii. Charging and discharging of library materials
- iii. Reservation of information materials
- iv. Maintaining library statistical records and Microfilming services
- v. Observing of library rules, regulations and procedures
- vi. Issuing reminders to overdue library materials
- vii. Selecting information materials for acquisition
- viii. Shelving and re-shelving of library collection



## ICT Technician

- i. Maintaining of ICT equipment and associated peripherals
- ii. Maintaining data protection system
- iii. Installing and supporting servers
- iv. Installing and deployment of relevant hardware and software
- v. Providing user support
- vi. Performing technical, systems and user documentation

## Laboratory Technician

- i. Preparing and arranging of practical sessions in liaison with lectures
- ii. Maintaining order and cleanliness in the workshops/laboratories.
- iii. Taking care of equipment, machines & tools under their custody.
- iv. Keeping records of issuance of equipment, materials, machines and tools.
- v. Ensure proper installation, maintenance and repair of equipment, machines and tools in the workshop/Laboratories.
- vi. Keeping the inventory of equipment , machines tools and materials in the workshop/Laboratory
- vii. Ensuring safety in the workshop/laboratories at all times.
- viii. Preparation of work instruction sheets for equipment in the workshop/Laboratory.
- ix. Preparing individual work plan

## Cook

- i. Cutting and washing raw foods using appropriate tools and equipment
- ii. Cooking.
- iii. Identifying and reporting defects or problems concerning kitchen equipment, food supplies and other conditions.
- iv. Preparation and cooking of a variety of food for meal service following standard practice and procedures.
- v. Reviewing of menus and assembling food supplies and equipment for daily food preparation.
- vi. Setting up and preparing equipment for use in food preparation.

## Terms and Conditions

Successful candidates shall be appointed on a one (1) year internship basis under The Siaya National Polytechnic Governing Council prevailing terms and conditions.

## **Application Procedure:**

1. The details of the advertised post can be accessed from the Polytechnic's website [www.siyapolytechnic.ac.ke/careers](http://www.siyapolytechnic.ac.ke/careers). Further, the Interested applicants possessing the above qualifications are requested to download the Fillable Pdf Application Form, Fill and submit the form together with their Academic and Professional Testimonials via e-mail to [recruitment@siyapolytechnic.ac.ke](mailto:recruitment@siyapolytechnic.ac.ke)
2. Applications must be received on or before Close of Business on *Monday, 29<sup>th</sup> December, 2025*

3. No application submitted after the deadline will be considered.
4. Only shortlisted candidates will be contacted.
5. Any form of direct or indirect canvassing will lead to the automatic disqualification.

N/B. The Siaya National Polytechnic is committed to implementing the provisions of Chapter 232 (1), (g, h & i) of the Constitution of Kenya by being an Equal Opportunity Employer, thus women, persons with disability and marginalized groups are encouraged to apply.

Approved for Circulation by  
The Chief Principal and the Secretary of the Governing Council,  
The Siaya National Polytechnic,  
P.O BOX 1087-40600,  
SIAYA.

Signature:



Name:

Dr Daniel Randa

Date:

8/12/2025

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