

## TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES

Home Adverts

E-RECRUITMENT CENTER

13/2019

APPOINTMENT OF PRINCIPAL (D3/T-SCALE 13) – 369 POSTS

### JOB DESCRIPTION

The Principal is the lead educator and accounting officer and is responsible for the operational management of the institution. He/she is also responsible for the development and implementation of education plans, policies, programmes and curriculum activities of the institution.

### REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to the grade of Principal, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. have served as Deputy Principal for a minimum period of three (3) years;
- iii. be currently serving as Deputy Principal II T-Scale 12 (D2);
- iv. have obtained a satisfactory rating in the performance appraisal process;
- v. meet the requirements of Chapter six (6) of the Constitution.

NB: All Deputy Principals who were deployed as Principals after 1st July, 2017 and meet the

above requirements are required to apply.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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14/2019

APPOINTMENT OF HEAD TEACHER (C5/T-SCALE 10) – 451 POSTS

JOB DESCRIPTION

The Head Teacher is the head of the school and the lead educator. He/she is responsible for the provision of leadership in implementation of the curriculum, educational policies and programs. He/she also leads in the development and implementation of the school's strategy, work plans, budgets, and supervises the operations of the school.

## REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to the grade of Head Teacher, a teacher must: -

- i. be serving under career progression guidelines;
- ii. have served as Deputy Head Teacher for a minimum period of three (3) years;
- iii. be currently serving as Deputy Head Teacher IIT- Scale9/C4;
- iv. have satisfactory rating in the performance appraisal;
- v. meet the requirement of Chapter six (6) of the constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

2020-01-17

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15/2019

APPOINTMENT OF HEAD TEACHER II (C4/T-SCALE 9) – 2,364 POSTS

JOB DESCRIPTION

The Deputy Head Teacher II will be answerable to the Head Teacher for the development and implementation of the curriculum, education policies and programs. In the absence of the Head Teacher, the Deputy Head Teacher will be in-charge of the institution.

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to the grade of Deputy Head Teacher II, a teacher must: -

- i. be serving under career progression guidelines;
- ii. have served as Senior Teacher for a minimum period of three (3) years;
- iii. be currently serving as Senior Teacher I T- Scale 8/C3;
- iv. have satisfactory rating in the performance appraisal;
- v. meet the requirement of chapter six (6) of the constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications.

Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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35/2019

APPOINTMENT OF SECONDARY TEACHER I (C3/ T-SCALE 8) – 100 POSTS

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be a holder of Diploma in Education;
- iii. have served satisfactorily for a minimum period of three (3) years as an Ordinary Diploma Teacher II (Job Group "K") and was converted to Secondary Teacher II at T-Scale 7 (C2) with effect from 1st July, 2017;
- iv. have obtained a satisfactory rating in the performance appraisal process;
- v. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during

interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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16/2019

ASAL-APPOINTMENT OF DEPUTY PRINCIPAL II (D2/T-SCALE 12) – 25 POSTS  
REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Principalat T-Scale 11 (D1);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.



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17/2019

ASAL- APPOINTMENT OF SENIOR MASTER II/DEPUTY PRINCIPAL III (D1/T-SCALE 11) – 17 POSTS

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Principal at T-Scale 10 (C5);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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18/2019

ASAL- APPOINTMENT OF MASTER IV (C4/T-SCALE 9) – 55 POSTS

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

i. be serving under Career Progression Guidelines;

ii. be currently assigned to perform the duties of Principal at T-Scale 8 (C3);

iii. have obtained a satisfactory rating in the performance appraisal process;

iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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Online

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19/2019

ASAL- APPOINTMENT OF SECONDARY TEACHER I (C3/ T-SCALE 8) – 8POSTS

## REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Principal at T-Scale 7 (C2);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications.

Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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Online

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20/2019

ASAL- APPOINTMENT OF DEPUTY PRINCIPAL II (D2/T-SCALE 12) – 10 POSTS

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Deputy Principal at T-Scale 11 (D1);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.

b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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Online

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21/2019

ASAL- APPOINTMENT OF MASTER II/DEPUTY PRINCIPAL III (D1/T-SCALE 11) – 15 POSTS  
REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

i. be serving under Career Progression Guidelines;

ii. be currently assigned to perform the duties of Deputy Principal at T-Scale 10 (C5);

iii. have obtained a satisfactory rating in the performance appraisal process;

iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

a. Certificate of Good Conduct from Director of Criminal Investigations.

b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

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Online

22/2019

ASAL- APPOINTMENT OF SENIOR MASTER III (C5/T-SCALE 10) – 8 POSTS

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Deputy Principal at T-Scale 9 (C4);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.



e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

2020-01-17

Online

12

23/2019

ASAL-APPOINTMENT OF SENIOR MASTER IV (C4/T-SCALE 9)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Deputy Principal at T-Scale 8 (C3);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-24

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Online

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24/2019

ASAL-APPOINTMENT OF SECONDARY TEACHER I (C3/ T-SCALE 8)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Deputy Principal at T-Scale 7 (C2);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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Online

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25/2019

ASAL-APPOINTMENT OF SECONDARY TEACHER II (C2/ T-SCALE 7)  
REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Deputy Principal at T-Scale 6 (C1);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

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2019-12-27

2020-01-17

Online

15

26/2019

ASAL-APPOINTMENT OF DEPUTY HEAD TEACHER I/HEAD TEACHER (C5/T-SCALE 10)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

i. be serving under Career Progression Guidelines;

ii. be currently assigned to perform the duties of Head teacher at T-Scale 9 (C4);

iii. have obtained a satisfactory rating in the performance appraisal process;

iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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27/2019

ASAL-APPOINTMENT OF DEPUTY HEAD TEACHER II (C4/T-SCALE 9)

## REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Head teacher at T-Scale 8 (C3);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications.

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2020-01-17

Online

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28/2019

ASAL-APPOINTMENT OF SENIOR TEACHER I (C3/T-SCALE 8)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Head teacher at T-Scale 7 (C2);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.



b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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2019-12-27

2020-01-17

Online

18

29/2019

ASAL-APPOINTMENT OF SENIOR TEACHER II (C2/ T-SCALE 7)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

i. be serving under Career Progression Guidelines;

ii. be currently assigned to perform the duties of Head teacher at T-Scale 6 (C1);

iii. have obtained a satisfactory rating in the performance appraisal process;

iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

a. Certificate of Good Conduct from Director of Criminal Investigations.

b. Clearance Certificate by Higher Education Loans Board (HELB).

c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).

d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

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2019-12-27

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Online

30/2019

ASAL-APPOINTMENT OF PRIMARY TEACHER I (C1/ T-SCALE 6)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Head teacher at T-Scale 5 (B5);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution.

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.

e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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Online

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31/2019

ASAL-APPOINTMENT OF DEPUTY HEAD TEACHER II (C4/T-SCALE 9)

REQUIREMENTS FOR APPOINTMENT

To qualify for appointment to this grade, a teacher must: -

- i. be serving under Career Progression Guidelines;
- ii. be currently assigned to perform the duties of Deputy Head teacher at T-Scale 8 (C3);
- iii. have obtained a satisfactory rating in the performance appraisal process;
- iv. meet the requirements of Chapter six (6) of the Constitution

Shortlisted Candidates shall be required to present the following statutory documents during interviews:

- a. Certificate of Good Conduct from Director of Criminal Investigations.
- b. Clearance Certificate by Higher Education Loans Board (HELB).
- c. Clearance Application from Ethics and Anti-Corruption Commission (EACC).
- d. Clearance Certificate from a Credit Reference Bureau.
- e. Tax Compliance Certificate from Kenya Revenue Authority (KRA)

NOTE: Applicants are advised to give accurate information while making their applications. Those who give false information regarding their credentials and qualifications will be automatically disqualified.

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