



# MACHAKOS UNIVERSITY

## JOB APPLICATION FORM (TEACHING POSITIONS) (TO BE TYPED IN AND SUBMITTED WITH THE APPLICATION LETTER)

1. PERSONAL DETAILS					
Title:	Surname:	First Name:	Middle Name:		
Date of Birth:	Gender:	I.D. No.:	Person Living With Disability: Yes/No		
Marital Status:	County:	Nationality:	Ethnicity:		
2. APPLICATION DETAILS					
Position Applied for:					
School:					
Department:					
Area of Specialization:					
3. SECONDARY SCHOOL EDUCATION					
Level	School	Mean Grade/Division	From	To	Certificate Awarded
'O'					
'A'					
Others					
4. POST SECONDARY SCHOOL EDUCATION					
Qualification	Institution	Area of Specialization and Degree Classification	From (Year)	To (Year)	Year of Graduation
Ph.D.					
Masters					
Bachelors					
Diploma					
Others					
5. ADDITIONAL PROFESSIONAL TRAINING					
Qualification	Institution	Examining Body	From	To	Certificate Awarded
6. MEMBERSHIP TO PROFESSIONAL BODY(IES) (PAST AND PRESENT)					
Name of Body	Category	Year Joined	Current Status		
7. PUBLICATIONS IN PEER-REFEREED JOURNALS SINCE LAST PROMOTION [LATEST FIVE (5)]					
Authors	Year	Name of Journal	Volume/Issue	Page Numbers	
1.					
2.					
3.					
4.					
5.					
8. BOOKS AND BOOK CHAPTERS PUBLISHED					
Authors	Year	Name of Book	Chapter Number	Page Numbers	
1.					
2.					
3.					
4.					
5.					

<b>9. ATTENDANCE TO CONFERENCES, WORKSHOPS, SEMINARS SINCE LAST PROMOTION (LATEST 5)</b>			
Name of Conference	Year	Venue	Presented a Papers?
1.			
2.			
3.			
4.			
5.			

<b>10. EMPLOYMENT HISTORY (CURRENT AND LAST THREE)</b>				
Institution	Position	Grade	From (Month/Year)	To (Month/Year)
1.				
2.				
3.				
4.				

<b>11. ADMINISTRATIVE POSITIONS HELD (CURRENT AND/OR PREVIOUSLY HELD)</b>			
Institution	Position	From (Month/Year)	To (Month/Year)
1.			
2.			
3.			

<b>12. ONGOING RESEARCH ACTIVITIES</b>			
Name of Project	Funding Body	Amount (K.shs)	Status
1.			
2.			
3.			

<b>13. EVIDENCE OF PROGRESS TOWARDS OBTAINING HIGHER QUALIFICATIONS (where applicable)</b>	
Programme	
Date of registration	
Institution	
Area of specialization	
Progress made so far (Brief only – 100 words) – Attach evidence to the application letter	

<b>14. EXPERIENCE OF PART-TIME UNIVERSITY TEACHING</b>			
Institution	School	From (Month/Year)	To (Month/Year)
1.			
2.			
3.			
4.			
5.			

<b>15. POSTGRADUATE STUDENTS SUPERVISED SINCE LAST PROMOTION</b>		
Student Name	Level (Masters or Ph.D.)	Status (On going/Completed)
1.		
2.		
3.		
4.		
5.		

I \_\_\_\_\_ ID No. \_\_\_\_\_ do hereby certify that the information provided herein is true and accurate to the best of my knowledge and I understand that any false information detected will lead to my being disqualified.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_