



MINISTRY OF EDUCATION

SOT TECHNICAL TRAINING INSTITUTE

P.O. BOX 665 - 20400, BOMET. Tel: 0707-042-067

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REF/STTI/TR/01/04/2022

ADVERTISEMENT!!!

ADVERTISEMENT!!!!

26th APRIL 2022

ADVERTSISMENT!!!!!!

SOT Technical Training Institute wishes to advertise for the vacant position of **Secretarial Trainer** under Board of Governors.

Position	Secretarial Trainer
Number of Vacancies	1
Reporting to	Head of Department.
Duty Station	Sot Technical Training Institute Merigi Campus.
Job Scale	SOT TTI Scale '1' or '2'
Terms Of Service	Contract

Job Competencies-Qualifications and Requirements.

1. Should have either Bachelor of Science in Secretarial or Higher Diploma in Secretarial or Have Diploma in Secretarial Studies with Diploma in Technical Training Education (KTTC).
2. Have 1-2 years working experience.

Those who are interested and meet the requirement are invited to apply for the position. The application should have a **cover letter, detailed resume (CV) with three referees, copies of certificates and testimonials** addressed to the Principal not later than **6th May 2022, Friday 5:00PM.**

Application should be sent through, **hand delivery to Sot Technical Training Institute Merigi or Through Postal address below.**

**The Principal,
Sot Technical Training Institute,
P.O. Box 665,
Bomet.**

Sot TTI is an equal employer and both Gender & PLWDS are encouraged to apply.

N/B: We do not charge any fee for the recruitment process.

SOT TECHNICAL TRAINING COLLEGE

PRINCIPAL

*Approved
for circulation*

26 APR 2022