



VACANCY ANNOUNCEMENT

(Ref. No. NRS/606/042024)

JUNIOR SUPPORT ASSISTANT (LANDSCAPING ASSISTANT)

The International Centre of Insect Physiology and Ecology (icipe) is a pan-African Centre of excellence in research for development and capacity building in insect science and its applications. The Centre's mission is to help alleviate poverty, ensure food and nutritional security, and improve the overall health status of people of the tropics. icipe achieves this goal by developing and extending management tools and strategies for harmful and useful arthropods while preserving the natural resource base. Since its establishment in 1970, icipe has become a significant contributor to science and innovation required to meet the health and food security challenges of sub-Saharan Africa. The Centre has achieved this status by developing alternative and environmentally friendly pest and vector management technologies and products that are effective, selective, non-polluting, non-resistance inducing, and affordable to resource-limited rural and urban communities. icipe is headquartered in Nairobi, Kenya, and has operations in more than 40 African countries as well as thriving partnerships with universities and research organizations across the world. Employing over 500 international and national staff, icipe also has approximately 150 graduate students who contribute to the Centre's research portfolio annually. For additional information, visit: www.icipe.org

Please also download icipe's Vision and Strategy 2021–2025 <http://www.icipe.org/publications/corporate-publications/vision-and-strategy>

icipe seeks to recruit a **Junior Support Assistant (Landscaping Assistant)** in the **Facility and Assets Unit**. The position is tenable in Nairobi at the *icipe* Duduville campus. This is a two-year contract, renewable subject to continued position needs, funding for the position, and performance of the staff member. This is a nationally recruited position. A competitive compensation package will be offered to the right candidate. Only shortlisted candidates will be contacted.

Overall Purpose of the Job

Upgrading and maintenance of *icipe* landscape.

Specific Duties

- Planting and replanting of trees and floral plants.
- Sweeping all the pathways, parking areas and cleaning open drainage systems and reporting any defects and clogged drainage systems for fixing.
- Weeding, mulching, and trapping of dead leaves.
- Trimming of flower beds and pruning.
- Mowing of grass within the lawns.
- Irrigating the plants during dry seasons.
- Re-soiling and manuring of plants.
- Perform other duties as assigned by supervisors.

Requirements/Qualifications

- Minimum of Kenya Certificate of Secondary Education (KCSE).
- Two years of work experience in a similar area.
- Previous experience as a landscaper.
- Be strong, hardworking, and trustworthy.
- Ability to work with less supervision.

Other Desirable Attributes

- Expected to make decisions for own work area and consult regularly with the supervisor.
- Responsibility for the proper use and safekeeping of cash or equivalent financial instruments.
- Undertake specific tasks related to the job.
- Does not supervise staff.

Reporting

This position reports to the **Facilities and Assets Manager** through the **Landscaping Team Supervisor**.

HOW TO APPLY

Applications will be accepted up to 2nd May 2024. Interested applicants should submit: (a) a confidential cover letter; (b) a detailed CV with names and addresses of 3 referees, including e-mail addresses; and (c) a statement illustrating suitability against the listed qualifications/competencies/abilities, and skills.

Candidates are required to apply online through: <http://recruit.icipe.org> or by Email: recruitment@icipe.org

icipe is an equal-opportunity employer. It fosters a multicultural work environment that values gender equity, teamwork, and respect for diversity.