



ADVERT FOR INTERNSHIP OPPORTUNITIES

The Teachers Service Commission (TSC) is an independent Commission established under Article 237 of the Constitution of Kenya, 2010.

In line with Government Internship Policy and Guidelines for the Public Service, the Commission intends to offer internship opportunity to qualified youth in various areas of specialization to gain practical work experience which will improve their competencies and competitiveness in their career life.

INTERNSHIP POSITIONS

Thirty (30) Internship opportunities in four (4) areas of specialization are distributed as follows: -

S/No	Professional Areas	No. of Intern Vacancies	Duration of Internship
1.	Information Communication Technology (ICT)	5	12 months
2.	Records Management	10	12 months
3.	Human Resource Management & Development	13	12 months
4.	Counsellor	2	12 months
Total		30	

BASIC REQUIREMENTS:

1) Academic/Professional qualifications and Experience: -

a) Information Communication Technology

- Bachelor's degree in any of the following fields: Bachelor of Science in Computer Science / Information Communication Technology / Software Engineering / Informatics and Computer Science / Computer Networks and Cyber Security / Business Information Technology / Information Security and Forensic or equivalent qualification from a recognized institution;

b) Records Management

- Bachelor's degree in Information Science/Records and Archives Management/Library Science or Bachelor of Technology in Information Studies, OR Higher National Diploma in Records/ Archive Management /Information Studies from a recognized institution.
- Knowledge of Electronic Documents and Records Management Systems (EDRMS) with working experience in Computerized Office Applications will be an added advantage.

c) Human Resource Management and Development

- Bachelor's degree in Human Resource Management / Higher National Diploma in Human Resource Management from a recognized institution; OR
- Bachelor's degree in Social Sciences, Business Administration, or equivalent qualification from a recognized institution plus a Diploma in Human Resource Management from a recognized institution;

d) Counsellor

Bachelor's degree in Counselling Psychology, Psychology (Counselling) or Diploma in Counselling psychology from a recognized institution.

- 2) Be a Kenyan youth aged between **21 and 35 years**.
- 3) Length of stay after graduation should be two (2) to five (5) years from accredited and recognized institution.
- 4) Must be unemployed graduate degree and diploma holders who have not previously undertaken internship in the Public Sector.
- 5) Should provide Certificate of Good Conduct at the time of engagement.

PERSONAL ATTRIBUTES:

- 1) Must be a person of integrity.
- 2) Must be goal oriented, dynamic, self-driven and diligent individual.
- 3) Should possess good interpersonal, communications skills and be a team player.

INTERNSHIP DURATION

The Internship positions will be for a period of **twelve (12) months**.

STIPEND

This is a non-remunerative position, however, the selected Interns will be paid a stipend of **twenty-five thousand (Kshs.25,000)** per month.

INSURANCE COVER

Selected Interns shall be required to have a valid personal accident insurance to cover for personal risks during the internship period.

MEDICAL INSURANCE COVER

Interns will be required to have a valid personal medical insurance cover for the duration of the internship.

WORK STATION

Successful applicants may be deployed either to the **TSC Headquarters** or **County offices**.

MODE OF APPLICATION:

Applications should be submitted online through TSC recruitment portal Website: www.tsc.go.ke

Candidates who meet the above requirements should submit their applications by **26th May, 2025**.

Note

- (i) TSC is an equal opportunity employer. Minorities, marginalized and persons living with disability are encouraged to apply.
- (ii) Please note that **ONLY** shortlisted candidates will be contacted using email address or telephone contacts provided during application.
- (iii) This is purely an Internship Programme and will not lead to automatic employment at the TSC.
- (iv) Provision of false information will lead to automatic disqualification.

SECRETARY / CHIEF EXECUTIVE