

# THE KENYA NATIONAL EXAMINATIONS COUNCIL

Telephone (+254-20) 317427/12/19

Email: info@kneec.ac.ke

Website: www.kneec.ac.ke

Fax: (+254-20) 2226032



Council Secretary/Chief Executive  
National Housing Corporation Building,  
Aga Khan Walk, P O Box 73598 – 00200  
City Square, NAIROBI, KENYA

## TRAINING OF BUSINESS, TECHNICAL, P.T.E. & ECDE EXAMINERS

Applications are invited from interested teachers for training as examiners in **August** for the following papers:

### 1.0 SUBJECT/PAPER

#### BUSINESS:

- 1.1 Supplies Management
- 1.2 Law
- 1.3 Secretarial Studies
- 1.4 Information Communication Tech.
- 1.5 Banking
- 1.6 Business English
- 1.7 Office Management
- 1.8 Office Practice
- 1.9 Commerce.
- 1.10 Petroleum
- 1.11 Sales and Marketing.
- 1.12 Business Administration
- 1.13 Information Studies
- 1.14 Tourism Management
- 1.15 Management
- 1.16 Shorthand
- 1.17 Typewriting
- 1.18 Organization theory & Behaviour.
- 1.19 Freight Management
- 1.20 Human Resource Management
- 1.21 Shipping
- 1.22 Accounting

#### TECHNICAL:

- 1.23 Construction (Building & Civil Engineering)
- 1.24 Baking Technology
- 1.25 Social Work & Comm. Development
- 1.26 Information Technology
- 1.27 Aeronautical Engineering
- 1.28 Water Engineering
- 1.29 Cartography
- 1.30 Applied Biology
- 1.31 Mathematics
- 1.32 Photogrammetry & Remote Sensing
- 1.33 Pharmacy
- 1.34 Printing technology
- 1.35 Analytical Chemistry
- 1.36 Industrial organization management
- 1.37 Civil Engineering (soil Mechanics and Hydraulics)

#### P.T.E.:

- 1.38 Education
- 1.39 English 1 & 2
- 1.40 Kiswahili 1 & 2
- 1.41 Social studies 1 & 2
- 1.42 IRE
- 1.43 Physical Education
- 1.44 Mathematics 1 & 2
- 1.45 Music

- 1.46 Art & Craft
- 1.47 Science
- 1.48 Agriculture
- 1.49 Home Science
- 1.50 Christian Religious Education

#### T.C.A.E:

1.42 Concept, Policy & Development
1.43 Psychology, Human Relations & Methods
1.44 Curriculum Development & Evaluation
1.45 Lugha ya Kiswahili
1.46 Fasihi ya Kiswahili

#### ECDE DIPLOMA EXAMS

- 1.51 Foundation of ECDE and Curriculum.
- 1.52 General psychology, personality, development, guidance and counselling
- 1.53 Child Development
- 1.54 Health and Nutrition and child rights
- 1.55 Management of ECDE community development and research
- 1.56 Methodology and curriculum activities

#### ECDE CERTIFICATE EXAMS

- 1.57 Foundation and Management of ECDE.
- 1.58 Curriculum activities
- 1.59 Child Development and Psychology.
- 1.60 Child Health Nutrition Guidance and counselling
- 1.61 Curriculum and Methodology
- 1.62 English
- 1.63 Kiswahili

Those who have already been trained by the Council as examiners are not eligible to apply.

### 2.0 REQUIREMENTS

Applicants should be at least Degree or Higher Diploma/Diploma holders with a minimum **five (5)** years teaching experience and currently teaching the subject applied for. Copies of academic certificates and testimonials **MUST** be attached.

### 3.0 APPLICATION PROCEDURE

Applicants are expected to make a one-page hand written application letter forwarded by the Principal which should include: **Name of applicant, Address (Institutional), Postal Code, Telephone Number(s), TSC Number, National ID Number, Subject taught, Date of Birth and addressed to the COUNCIL SECRETARY/CHIEF EXECUTIVE**, Kenya National Examinations Council, P. O. Box 73598 – 00200, Nairobi. Attention **Deputy Secretary (Field Administration)** so as to reach the Council on or before **15<sup>th</sup> July, 2010**.

**COUNCIL SECRETARY/CHIEF EXECUTIVE OFFICER**

The Kenya National Examinations Council is ISO 9001: 2008 Certified