



# ST. PAUL'S UNIVERSITY

*Your university of choice!*

## INTERNAL ADVERT JOB VACANCY

St. Paul's University is a Christian Ecumenical institution of higher learning in Kenya with campuses in Limuru, Nairobi, and Nakuru. Since the award of charter in 2007, St. Paul's University has continued to experience sustained growth with courses in various fields of study, research programs, student population of over 7000 and 300 full time staff. Qualified and competent personnel have remained the key to its growth. To this end, the university wishes to recruit committed Christian who are motivated, with demonstrable competencies to the position below:-

### ACCOUNTANT (2 POSITIONS)

**Reporting To:-** Senior Accountant

**Department:-** Finance

### QUALIFICATIONS | EXPERIENCE REQUIRED

- Bachelor's degree in any of the following disciplines: Commerce, Finance, Business Administration, Business Management (Finance and Accounting option), or equivalent from a recognized institution.
- Certified Public Accountant (CPA K) holder of professional qualification.
- Have a minimum of six (6) years of work experience in Accounts, Audit or Finance.
- Excellent Microsoft excel skills
- Have experience in using an accounting software e.g sage, Microsoft dynamic is an added advantage

Interested candidates who meet the stated requirements can submit applications via the address below:

**[recruit@spu.ac.ke](mailto:recruit@spu.ac.ke)**

All applications should be submitted on or before **Monday 11<sup>th</sup> December, 2023**. Only shortlisted candidates will be contacted.

**NB: ST. PAUL'S UNIVERSITY DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS.**