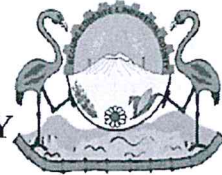




COUNTY GOVERNMENT OF NAKURU  
COUNTY ASSEMBLY OF NAKURU  
OFFICE OF THE CLERK TO THE ASSEMBLY



TEL:020-3500033  
Email: [clerk@assembly.nakuru.go.ke](mailto:clerk@assembly.nakuru.go.ke)  
Website: [www.assembly.nakuru.go.ke](http://www.assembly.nakuru.go.ke)

COUNTY ASSEMBLY  
P. O. BOX 907-20100  
NAKURU

### **INTERNSHIP VACANCIES**

The Nakuru County Assembly Service Board launched an Internship program geared towards providing aspiring professional with hands on experience, skills development, and exposure to real world challenges in a supportive learning environment. Interns will gain practical insights in various fields.

Interested and eligible candidates are advised to fill out the internship form and attach their academic and professional qualification certificates, National ID and copies of testimonials.

This opportunity is available to Kenyan citizens who graduated in the **last three (3) years (Graduation dates after September, 2022)** and have no previous work experience related to their area of study. Candidates who have previously undergone similar internship programs are disqualified from applying to this program. The internship program shall be for a non-renewable period of **one (1) year**.

#### **1. DIRECTORATE OF COMMITTEE SERVICES**

##### **a) Committee Service Division- Vacancy No: INT/01/2025 (1 Position)**

Stipend – Kshs. 23,000 per month.

##### **Requirements;**

(i) Bachelor's degree in any of the following Social Sciences: Economics, Public Administration, Public Policy, Human Resource Management, Law, Communication, Business Administration, Education, or Commerce from a recognized institution;

(ii) Proficiency in computer applications.

## **2. DIRECTORATE OF LEGISLATIVE, LEGAL, RESEARCH & LIBRARY**

- a) Legislative and Procedural Services Division- Vacancy No: INT/02/2025 (1 Position)** Stipend – Kshs. 23,000 per month.

### **Requirements**

- (i) Bachelor's degree in any of the following Social Sciences: Economics, Public Administration, Public Policy, Human Resource Management, Law, Communication, Business Administration, Education, or Commerce from a recognized institution;
- (ii) Proficiency in computer applications.

- a) Legal Division- Vacancy No: INT/03/2025 (1 Position)**  
Stipend – Kshs. 23,000 per month.

### **Requirements**

- i) Bachelor of Law degree from a recognized institution;
- ii) Post Graduate Diploma from the Kenya School of Law (awaiting admission)
- iii) Proficiency in computer applications.

## **3. DIRECTORATE OF HANSARD & INFORMATION SERVICES**

- a) Hansard Division- Vacancy No: INT/04/2025 (1 Position)**

Stipend – Kshs. 18,000 per month.

### **Requirements**

- (i) Diploma in Mass Communication, Journalism, Linguistics majoring in English or Kiswahili from a recognized institution;
- (ii) Proficiency in computer applications.

**b) ICT Division- Vacancy No. INT/05/2025 (1 Position)**

Stipend – Kshs. 18,000 per month.

**Requirements**

(i) Diploma in any of the following disciplines: Computer Science, Information Technology, Business Information Technology, Information Systems, Software engineering or computer engineering from a recognized institution.

**4. DIRECTORATE OF BUDGET & FISCAL PLANNING**

**a) Budget Division- Vacancy No: INT/06/2025 (1 Position)**

Stipend – Kshs. 23,000 per month.

**Requirements**

(i) Bachelor's degree in any of the following disciplines: Economics, Statistics, Finance, or Mathematics from a recognized institution;

(ii) Proficiency in computer applications.

**5. DIRECTORATE OF HUMAN RESOURCE & ADMINISTRATION**

**a) Human Resource Division- Vacancy No. INT/07/2024 (1 Position)**

Stipend – Kshs. 18,000 per month.

**Requirements**

(i) Diploma in Human Resource Management from National Youth Service(NYS);

(ii) Proficiency in computer applications.



**b) Public Communication Division- Vacancy No. INT/08/2024 (1 Position)**

Stipend – Kshs. 18,000 per month.

**Requirements**

- (i) Diploma in Mass Communication, Journalism, Linguistics majoring in English or Kiswahili from a recognized institution;
- (ii) Proficiency in computer applications.

**6. DIRECTORATE OF INTERNAL AUDIT**

**a) Internal Audit Division- Vacancy No: INT/09/2025 (2 Positions)**

Stipend – Kshs. 23,000 per month

**Requirements**

- (i) Bachelor's degree in any of the following disciplines: Accounting, Finance or Audit from a recognized institution;
- (ii) Proficiency in computer applications.

b) Stipend – Kshs. 18,000 per month

**Requirements**

- (i) CPA Part III from a recognized institution;
- (ii) Proficiency in computer applications.

**How to Apply**

Interested and qualified persons are advised to download and fill the **Internship application form** from the County Assembly of Nakuru website [www.nakuruassembly.go.ke](http://www.nakuruassembly.go.ke) and attach copies of ID, KCSE, Diploma/Degree certificates and testimonials. Successful candidates will be required to present a good conduct certificate from the Directorate of Criminal Investigations before commencement of the program.

Applications should be posted or delivered to the County Assembly Offices, Office of the Clerk to reach him on or before **29<sup>th</sup> October, 2025. Indicate Clearly the vacancy number and position applied for on top of the envelope.**

The secretary;  
County Assembly service Board;  
P.O BOX 907.20100  
**NAKURU**

The County Assembly of Nakuru is an equal opportunity organization. Youth, women and persons living with disabilities, marginalized and minority communities are encouraged to apply. Canvassing in any form will lead to automatic disqualification.

**Only shortlisted candidates will be contacted.**



