



JOB VACANCY

ADVERT NUMBER: **NTVC/HR/AC/03/26**

JOB TITLE: **ACCOUNTANT.**

REQUIREMENTS.

- Bachelor of Commerce-Finance or Accounting option or its equivalent from a reputable college.
- At least CPA Intermediate certificate will be an added advantage.
- Knowledge on use of accounting software.
- At least one year experience in a learning institution.
- Valid certificate of good conduct.

RESPONSIBILITIES.

- Manage all the financial records.
- Participate in the preparation of the monthly trial balances, quarterly and annual financial statements.
- Participate in the development of the college consolidated annual budgets.
- Maintain the trainees' fees register.
- Enforce compliance with the statutory obligations and guidelines and the college Finance Management and Risk Management Policy.
- Participate in the external and internal audits.

How to apply.

Interested and qualified candidates should submit their application letters, detailed CV and copies of relevant certificates/documents to:

The Principal/Secretary
Nyando Technical and Vocational College
P.O. Box 347 – 40101,
Ahero –Kenya

NOTE

Applications can be hand delivered or sent through post office no. 347-40101, Ahero or emailed to: nyandotvc@gmail.com

All applications must reach the undersigned on or before **9th September, 2026 at 5.00 p.m.**

Nyando TVC is an equal opportunity employer and encourages all qualified persons including women, PWDs and persons from minority groups to apply. Canvassing will lead to automatic disqualification. Only shortlisted candidates will be contacted.

Approved for Circulation
PRINCIPAL
NYANDO TECHNICAL & VOCATIONAL COLLEGE
P.O. Box 347 - 40101, Ahero
Email: nyandotvc@gmail.com