

## BUNGOMA NORTH TECHNICAL AND VOCATIONAL COLLEGE



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Bungoma North TVC is a premier institution dedicated to excellence in technical training and innovation. To further our mission of providing high-quality education and efficient administrative services, we are seeking to recruit highly motivated, competent, and result-oriented individuals to fill the following positions:

### **JOB ADVERT-STORES OFFICER: BNTVC/ADM/ADVERT3/02/026**

**Position:** Stores Officer

**Employment terms:** Permanent

#### **Key Responsibilities**

- Receive and verify goods delivered.
- Maintain accurate stock records and inventory levels.
- Issue items to departments based on approved requests.
- Ensure proper storage, labeling, and safety of all items.
- Prepare regular stock reports.

#### **Minimum Requirements**

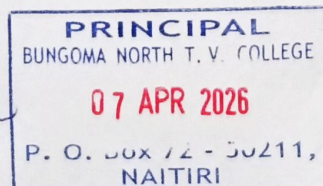
- Diploma in Supply Chain Management, Procurement, or Stores Management.
- At least 2 years' experience in stores or inventory work.
- Honest, organized, and attentive to detail.
- Computer literacy with good record-keeping skills

Interested and qualified candidates should submit their applications, including a detailed CV, copies of academic and professional certificates, and a national ID, to the undersigned not later than 24<sup>th</sup> April 2026 at 5.00pm.

*Only shortlisted candidates will be contacted for interview.*

The Principal/ Secretary BOG  
Bungoma North Technical and Vocational college  
P O Box 72-50211 Naitiri

***Bungoma North TVC is an equal opportunity employer. Women and PWDs are encouraged to apply.***



*Approved for  
Circulation.*