



## OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

### OUR MISSION

“To provide an impartial, effective and efficient prosecution service to all Kenyans”

### VACANCIES FOR PUPILLAGE AND INTERNSHIP

The Office of the Director of Public Prosecutions is one of the institutions set out in the Council of Legal Education [Admission] Regulations, 2007 as an institutions in which students of the Kenya School of Law may undertake their Pupillage Programme. The Office seeks to engage highly motivated Kenyans to undertake Pupillage Programme for a period of Six [6] months commencing January 2018.

The successful pupils shall be selected from applicants who possess the following qualifications:

### PUPILLAGE (50 POSTS)

#### Requirements for engagement as a Pupil

- Be a Kenyan Citizen,
- A Degree in Law from a recognized University,
- Letter from Kenya School of Law confirming completion of the Advocates Training Programme recommendation to proceed to pupillage,
- A copy of the National Identity Card.

#### Personal Attributes

- Demonstrate good verbal and written communication skills in both English and Kiswahili,
- Demonstrate a proactive attitude and willingness to learn and to be part of a team handling challenging assignments within timelines, and
- Computer literate.

**Wages [Stipend] :** Kshs. 15,000.00 as directed by the Authorized Officer as provided in the Public Service Commission [K] Circular Ref. PSC/ADM/14/V [108] Dated 16<sup>th</sup> December, 2016.

**Terms of Service:** Pupillage

**Benefits:** A Pupil will not be entitled to any leave, service gratuity, medical or any other benefit.

The Office also seeks to engage highly motivated Kenyans to undertake Internship Programme in other disciplines for a period of Three [3] months commencing January 2018.

## INTERNSHIP (11 POSTS)

### Requirements for engagement as an Intern

- i. Be a Kenyan Citizen,
- ii. A Degree Certificate in any of the following Social Sciences from a recognized University;
  - Human Resource Management
  - Bachelor of Commerce [Finance, Accounts, HRM etc]
  - Information Science
  - ICT
  - Public Communication
  - Supply Chain Management
- iii. A copy of the National Identity Card.

### Personal Attributes

- i. Demonstrate good verbal and written communication skills in both English and Kiswahili,
- ii. Demonstrate a proactive attitude and willingness to learn and to be part of a team handling challenging assignments within timelines, and
- iii. Computer literate.

**Wages [Stipend] :** Kshs. 15,000.00 as directed by the Authorized Officer as provided in the Public Service Commission [K] Circular Ref. PSC/ADM/14/V [108] Dated 16<sup>th</sup> December, 2016.

**Terms of Service:** Internship

**Benefits:** An Intern will not be entitled to any leave, service gratuity, medical or any other benefit.

Interested and qualified candidates are invited to make their applications attaching **COPIES** of the following documents:-

- **National Identity Card;**
- **Academic and Professional Certificates;**
- **Any supporting documents and testimonials**

Application letters should be addressed to: -

**The Secretary Public Prosecutions  
Office of the Director of Public Prosecutions  
NSSF Building 19<sup>th</sup> Floor, Block 'A'  
P.O. Box 30701 - 00100  
NAIROBI**

letters should be delivered at the ODPP Headquarters Registry in Nairobi or to the Head of County Offices **on or before 29<sup>th</sup> December, 2017.**

**Women, persons with disability and those from marginalized Communities are encouraged to apply.**

**Only shortlisted** candidates will be contacted.

Mrs. Dorcas Oduor, OGW  
SECRETARY PUBLIC PROSECUTIONS  
For: DIRECTOR OF PUBLIC PROSECUTIONS