# General Information

The institute is committed to providing the youth with opportunities to acquire, sharpen their knowledge and gain technical/practical skills to complement their studies in order to enhance their employability in line with the Kenya vision 2030.

Attachment is provided to students from Government recognized learning institutions during their final year of study preceding the final year of study.

Internship is provided to graduates, who are in possession of certificates from Government recognized learning institutions.

## Attachment

### Eligibility and Duration

- The Institute attachment program runs on a quarterly basis and our intakes are in the Months of **January, April, July and October**.
- Only attachees from Government recognized Training Institutions shall be eligible for intake.
- Attachments opportunities shall be offered to Bachelor's degree students during their 3rd or 4th year of study or 2nd year Diploma students.
- Attachment shall be undertaken only once during the course.

### Application Requirements

- Students are required to make applications at least one (1) month prior to the attachment period by sending a hard copy application letter or an email to `internship@kemri.go.ke` and attach the following documents:
  - Valid letter from leaning institution,
  - Day time telephone contact
  - Details of an accident insurance cover
  - Application letters to be addressed to:
    - The Director General, KEMRI (Attn: Training Office).

Due to the large pool of applicants only selected students are contacted.
### Internship Program

**Eligibility and Duration**

The Internship Program is for young people who have graduated and have been issued with relevant certificates:

- Internship vacancy announcements are circulated on the KEMRI website.
- Applications are only received and considered when the advert is posted and open.
- The advert shall specify the internship areas and shall have the details of the application process. The intern shall be required to attach a formal written application to the Director General, KEMRI.
- He/she should not be in any learning institution at the time of application.
- Internship will be undertaken only once.
- Internship duration is between one to twelve (12) months and is non-renewable.
- Retirees and those who lose formal employment are NOT eligible.

**Recruitment & Selection**

- Depending on the internship requests received from Center Directors and Heads of Department a total number of internship vacancies is established by the HR Department;
- An advert is placed on the website and/or on the local dailies.
- Applications are considered from those who meet the eligibility criteria and depending on the internship fields available.
- A competitive selection process based on merit, distribution of subject areas of available internships, gender balance, regional balance and people living with disability.
- Successful candidates are notified and issued with a letter of offer.

**Terms of Service**

- All persons performing internship are required to have personal accident and medical Insurance cover at their own cost.
- Interns are expected to adhere to the Institute rules and regulations.
- During their period of engagement, a monthly stipend is provided at prevailing Government rates.

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For more details contact the Deputy Director, HRM on [ddhrm@kemri.go.ke](mailto:ddhrm@kemri.go.ke) c.c. [internship@kemri.go.ke](mailto:internship@kemri.go.ke)