



## KENYA UTALII COLLEGE

### Gateway to International Careers in Hospitality & Tourism

We invite applications from qualified candidates for the following full-time self-sponsored and part-time short courses to be conducted at our campuses: Main campus (Thika Super Highway), Nairobi Down Town (Utalii House), Mombasa (Trade Centre) and Kisumu (Mega City). The courses target individuals interested in a career in the hospitality and tourism Industry. In addition, the courses target personnel working in various service sectors who wish to enhance their professional knowledge and skills; to keep abreast of the trends and expectations in the industry.

#### SEPTEMBER, 2017 INTAKE, SELF-SPONSORED FULL-TIME / PART-TIME COURSES

Self-Sponsored Full-Time/Part-Time Courses	Requirements	Duration	Mode of study	Fees per Annum		Date	Venue/ Campus
				Kenyans (Kshs)	Non-Kenyans (US\$)		
Certificate in Food and Beverage Service and Sales	KCSE Aggregate C-, English C- or any other equivalent qualification.	1 ½ yrs	Full Time	140,200	8,000	04/09/2017	Kisumu & Mombasa Campus
Certificate in Housekeeping & Laundry Techniques	KCSE Aggregate c-, English C- or any other equivalent	1 ½ yrs	Full Time	160,700	8,000	01/09/2017	Main Campus
Certificate in Front Office Operation	KCSE Aggregate C-, English C-, and Mathematics D+ or any other equivalent qualification.	1 ½ yrs	Full Time	156,700	8,000	01/09/2017	Main Campus
French Level I	KCSE / 'O' Level Certificate	3 months	Part-time 4.00pm-6.00p.m	25,000	600	11/09/2017	Kisumu & Mombasa
Front Desk Techniques	KCSE / 'O' Level Certificate	3 Months	Part-time 4.00pm-6.00p.m	30,000	670	11/09/2017	Main Campus, Kisumu & Mombasa Campus
Hotel Information Systems (Opera)	KCSE / 'O' Level Certificate	2 Months	Part-time 4.00pm-6.00p.m	30,000	670	11/09/2017	Main Campus
Kitchen Management	Those with working experience and have done the kitchen short courses	1 Month	Full Time	45,700	1,000	11/09/2017	Kisumu Campus
Pastry and Bakery	KCSE / 'O' Level Certificate	1 Month	Full Time	45,700	1,000	11/09/2017	Kisumu Campus & Mombasa Campus
Kitchen Operation Techniques	KCSE / 'O' Level Certificate	1 Month	Full Time	45,700	1,000	11/09/2017	Kisumu Campus & Mombasa Campus
Cake Making & Decoration	KCSE / 'O' Level Certificate	1 Month	Full Time	45,700	1,000	11/09/2017	Kisumu Campus & Mombasa Campus
Supervisory Management in Organizations	Preference given to those with working experience	3 Months	Part-time 4.00pm-6.00p.m	40,000	890	18/09/2017	Town Campus
						11/09/2017	Kisumu & Mombasa Campus
Housekeeping Techniques	KCSE / 'O' Level Certificate	3 Months	Part-time 4.00pm-6.00p.m	30,000	670	11/09/2017	Main Campus, Kisumu Campus, Mombasa Campus
Banqueting Operation Techniques	KCSE / 'O' Level Certificate	3 Months	Part-time 10.00am-1.30pm	30,000	670	11/09/2017	Main Campus,, Kisumu Campus Mombasa Campus
Housekeeping & Laundry Techniques	KCSE / 'O' Level Certificate	3 Months	Part-time 4.00pm-6.00p.m	40,000	890	11/09/2017	Kisumu Campus
Laundry and Dry-Cleaning Techniques	KCSE / 'O' Level Certificate	3 Months	Part-time 4.00pm- 6.00p.m	30,000	670	11/09/2017	Main Campus
Customer Care	KCSE / 'O' Level Certificate	6 Weeks	Part-time 4.00pm-6.00p.m	30,000	670	11/09/2017	Town Campus and Mombasa Campus
Basic Certification course for practicing Tour Guides	Practicing guides with at least two years working experience, KCSE certificate or equivalent holders, registered in a tourism industry association or CBO. Must be a Kenyan Resident	1 month	Full Time 8.00a.m – 4.00p.m	47,500	-	06/11/2017- 01/12/2017	Main Campus
Food & Beverage Service Supervision	Preferably KUC graduates of Short Course in Banqueting, Basic F&B Service, minimum working experience of 1 year as: Captains, F&B Supervisors, Assistant Headwaiters/Waitresses	3 Months	Part-time 4.00pm-6.00p.m	30,000	670	11/09/2017	Main Campus . Mombasa Campus & Kisumu Campus
Airline Cabin Crew	KCSE / 'O' Level Certificate	6 Months	Part-time 12.00-2.00p.m	60,000	1,335	11/09/2017- 16/03/2018	Town Campus
Travel Agency Techniques (Foundation)	KCSE / 'O' Level Certificate	6 Months	10.00-12.00pm	55,000	1,225	11/09/2017- 16/03/2018	Town Campus
		6 Months	4.00-6.00p.m.			11/09/2017	Kisumu Campus
Travel Agency Techniques (Consultancy)	KCSE / 'O' Level Certificate	6 Months	4.00-6.00p.m.	50,000	1,115	11/09/2017- 16/03/2018	Main Campus

**Requirements:**

- Letter of Application, KCSE / 'O' Level Certificate, School leaving Certificate, 2 Passport-Size Photographs, Photocopy of National Identity Card.
- Registration Fee of Kshs.1, 000/= for Kenyans, US\$50 for non-Kenyans and Kshs. 2,000 for Basic Certification Tour Guides course (payable by bankers cheque or cash deposit to Co-operative Bank of Kenya, Stima Plaza Branch, A/C 01129070937100), Kenya Utalii College foreign currency Account: Barclays Bank of Kenya, Queensway House Branch, Account No: 022-7003324, Swiftcode: BARCKENX.

**Letters of Application should be addressed to:**

Kenya Utalii College, P. O. Box 31052-00600, Nairobi  
 Attention: Head of Admissions & Industrial Training  
 Mobile Line: 0722-205891/2, 0733 410005  
 E-mail: [admissions@utalii.ac.ke](mailto:admissions@utalii.ac.ke), Website: [www.utalii.co.ke](http://www.utalii.co.ke)

**Or**

Hand delivery to: Mombasa Campus at Mombasa Trade Centre,  
 4<sup>th</sup> and Terrace Floors, Nkrumah Road Mobile Line: 0772-247605 Email:  
[utaliimsacampus@gmail.com](mailto:utaliimsacampus@gmail.com), Wireless Line: 020-2499248

**Or**

Hand delivery to: Town Campus at Utalii House Building, Ground Floor, Uhuru Highway  
 Email: [towncampus@utalii.co.ke](mailto:towncampus@utalii.co.ke)  
 Tel: 020-2180026

**Or**

Kenya Utalii College, Kisumu Campus, Mega City, Mezzanine Floor  
 P. O. Box 19470-40123, Kisumu Email: [ksmcampus@utalii.co.ke](mailto:ksmcampus@utalii.co.ke) Mobile Line:  
 0706-47278

