



Our Ref: ICIFA College/L/2025/CMO091025

9th October 2025

EXPRESSION OF INTEREST FOR TRAINERS AT ICIFA COLLEGE (CPA PROGRAM)

ICIFA College is an institution owned by the Institute of Certified Investment and Financial Analysts (ICIFA) offering the best in investment and finance education among other professional disciplines. We invite applications from dynamic, results-oriented individuals with a passion for teaching and mentoring aspiring accountants.

Scope of Services

The trainer shall provide lecturing service, guide and Mentor KASNEB CPA students towards professional excellence.

The Services shall include, but not be limited to:

- a) Delivering lectures in accordance with KASNEB syllabuses and the College's curriculum guidelines.
- b) Preparing training materials, lessons Plans, and assignments.
- c) Providing Professional guidance and support to students.
- d) Attending scheduled meetings with the College management as required for academic coordination.
- e) Adhering to the College's academic standards, policies, and procedures.

The Trainer's role is to effectively deliver the guidelines following a proposed training strategy. Other deliverables include:

- Formulation of Learning Objectives
- To conduct training needs assessment surveys and collect feedback from candidates.

To prepare a final report on the training and recommendations

Areas of Specialization

Applicants should be competent in one or more of the following CPA subjects:

1. CA 12: Communication Skills
2. CA 13: Introduction to Law and Governance.
3. CA 16: Information Communication Technology.
4. CA 21: Company Law
5. CA 22: Financial Management
6. CA 23: Financial Reporting and Analysis
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8. CA25: Management Accounting.
9. CA26: Public Finance and Taxation.
10. CA32: Advanced Financial Reporting and Analysis.
11. CA33: Advanced Financial Management
12. CA34 Advanced Management Accounting.

13. Advanced taxation
14. Advanced Audit and Assurance.
15. Advanced Public Financial Management.

- Business Data Analytics

Minimum Qualifications

- Must be a **Certified Public Accountant (CPA-K)** or equivalent professional qualification.
- Possession of a **Bachelor's Degree** in Accounting, Finance, or a related field (a Master's degree and CIFA Qualification will be an added advantage).
- At least **5 years** of practical or teaching experience in the relevant area.
- Excellent communication and presentation skills.

Application Procedure

Interested candidates are invited to submit their applications, including:

- A detailed **Curriculum Vitae (CV)**
- Copies of relevant **academic and professional certificates**
- A **cover letter** indicating preferred subject area(s).
- **Subject Line:** Application – CPA Trainer.

Only shortlisted candidates will be contacted.

Applications should be addressed to:

The ICIFA College Board

P.O BOX 48250-00100,Nairobi.

Email: icifacollege2020@gmail.com

Deadline for Submission: 31/10/2025