



CURRICULUM VITAE

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PERSONAL DETAILS

Name : Archils Omondi Oburu

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CAREER GOAL

To play a significant lead in the delivery of utmost service especially in the areas of web development programs, research, program management in its entirety expected of a professional trained in organizational development, marketing, human resource management and international relations.

PROFILE

- Extremely dedicated to maintaining high standards in web development.
- Self-driven, able to work on own initiative as well as part of a team.
- Proven leadership skills involve managing, developing, as well as leading and motivating teams to achieve their objectives.
- First-class analytical and problem-solving skills in the marketing and management environment.

EDUCATION BACKGROUND

Aug2021-Jan 2022: Full Stack web developer -Washington University

Aug 2011 – Oct 2013: BA Degree in Hotel Management and Catering –Nkumba University Uganda. Majoring in Management

Aug 2009 - Oct 2011: Diploma in Hotel Management and Institutional Catering – Nkumba University Uganda

Aug 2008 – Aug 2009: Certificate in hotel Operations and Institutional Catering –Nkumba University Uganda

June 2006 - Sep 2006: Certificate in Food and Beverage Service Techniques –Kenya Utalii College Nairobi-Kenya

PROFESSIONAL EXPERIENCE

CLEARWATER SPAS – ARLINGTON, WA

2020 to Current -Machine Operator

- ✚ Assembled, Hot tub products securely and accurately according to blueprints and specifications.
- ✚ Worked at a fast and steady pace to meet production goals.
- ✚ Performed visual final inspections and documentation prior to assembly, resulting in 100% quality of products.
- ✚ Worked closely with supervisors and designers to understand and meet production specifications.

HOMA-BAY (KENYA) KABERAMAIDO (UGANDA)

2016 to 2019 – Farm Manager

- ✚ Managed mixed farm, that entails crop farming, aquaculture, Tree nursery, and animal farming
- ✚ Protected environmental areas, team members and consumers from harm by closely monitoring chemical applications and production techniques.
- ✚ Directed efficient crop production to maximize resource utilization and consistently meet schedule and financial demands.
- ✚ Diversified farm income by adding customer events, activities and tours. ✚

Demonstrated working techniques, practices and optimal safety behaviors to workers, maximizing performance and reducing wasteful processes.

COUNTRY LAKE RESORT GARUGA - UGANDA

2015 to 2016 – Food and Beverage Supervisor

- ☐ Established and enforced standards of personnel performance and service to provide customers with consistent and positive experiences.
- ☐ Controlled portion sizes and garnishing for optimal cost control
- ☐ Leading F&B team by attracting, recruiting, training and appraising talented personnel.
- ☐ Continuously Making necessary improvements identify customer needs and responding proactively to all their concern

GOLF COURSE HOTEL KAMPALA

Aug 2014 to Dec 2014- Front Office Supervisor/Night Auditor

- ☐ Defined and documented office procedures, using updated SOPs to provide thorough and comprehensive training for all administrative support staff.
- ☐ Guided employees through routine and complex administrative situations with a decisive but motivational approach.
- ☐ Optimized personnel coverage, preparing work schedules based on staff availability and forecasted demands.
- ☐ Fielded complaints from clients and customers and rectified issues.
- ☐ Monitored financial bookkeeping for accuracy and compliance, resolving identified discrepancies.

KAMPALA SERENA HOTEL

Oct 2010 to April 2012 – Food and Beverage Service Personnel & Industrial Training

I did industrial training and thereafter worked with Kampala Serena hotel; I trained in the following departments; ☐ Front office

- ☐ Housekeeping
- ☐ Food and beverage service
- ☐ Production
- ☐ Stores
- ☐ Laundry

Worked as Banqueting Service personnel under Food and Beverage Department

OUTSIDE CATERING

2006 – 2008 – Food and beverage Personnel

I have worked as a Service Personnel with the following hotels:

- ☐ **Windsor golf and country club hotel** several times (Kenya)
- ☐ **Amboseli Serena hotel** at Tsavo national park
- ☐ **Kilanguni Serena lodge hotel** at Tsavo national park
- ☐ **Sarova hotel Nairobi**, kiss 100 East and central Africa biggest wedding at Amarula manor.
- ☐ **Carnivore Nairobi**, Africities gala dinner
- ☐ **Kasarani National Stadium Nairobi**

MAJOR ACHIEVEMENTS

- ☐ Participation in Global Forum on Local Development: By Serena Hotel Kampala
- ☐ Participating in Swearing ceremony both at State House Entebbe and Nairobi
- ☐ MP- Guild Student: Nkumba University
- ☐ Secretary Finance Committee-Guild: Nkumba university
- ☐ Organizing Secretary –NUKESA: Nkumba University
- WoodBall - Nkumba University
- ☐ Chairman Basketball Club: Ofafa Jericho High School

TRAINING

- Technology in the workplace: Penn Foster
- Professional Communication Skills
- Nursery bed Management training: by National Forest Authority

Uganda

- Fisheries and Aquaculture Training
- Intelligent Common Sense Training Course under United Nation
- Human Right on good governance and democratic Accountability
- Training. ☐ Customer care course.

TECHNICAL EXPERIENCE

Office Administration : Able to develop and execute budgets Manage staff and

build teams Accurately Costing Jobs

Ability to prepare proposals, compile data and

Write comprehensive reports

Computer Skills : Html , Css, JavaScript, React, MongoDB,MySQL,Node

LANGUAGES

English – Fluent

Kiswahili - Fluent

Dholuo - Fluent

French - Basic

HOBBIES

❖ Traveling, meeting people, Reading financial books.

REFERENCES

Mr. Michael Mahmad
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