Names	:	**CHERUIYOT RONOH BILDAD**
Profession	:	Information Technology
Date of Birth	:	18/12/1997
Nationality	:	Kenyan
Marital status	:	Single
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CAREER OBJECTIVE

To maximize on use of my technical skills to benefit the organization while learning and growing in all aspects of life.

EDUCATION BACKGROUND

2015 – 2019: **University of Kabianga**: Bachelor of Science in Information Technology, Graduated with second class honours (upper division)

2011-2014: **Tenwek High School**: Grade attained: B+

2000-2010: **Salama Elite Academy**

WORK EXPERIENCE

Intern • James Finlay (Kenya) limited • 16th July 2018 – 21st September 2018
Duties and Responsibilities:

❖ Providing technical support (IT help desk) to end users both via physical presence and through telephone

❖ Install and configure new hardware i.e. computers and printers

❖ Installation of windows operating systems: 7,8, and 10 and the required drivers in new PCs

❖ Installation of Office 2013 and Office 365, using and configuring MS outlook.

❖ General routine maintenance and services of computer systems and other peripherals

❖ Deployment and maintenance of active network hardware

❖ Providing a comprehensive fault finding and repair service for network and hardware problems

❖ Mapping and installing ERP system (Harvest IT)

- ❖ Management of user accounts as needed for business support

- ❖ Installation of Printers and print drivers E.g Kyocera printers, Ricoh printers, Samsung and HP printers

- ❖ Optical fiber cable splicing and termination to switch

- ❖ Ensure safety standards and regulations are adhered to.

- ❖ Computer networking (installation and maintenance of LANs)

MAY2021-MAY 2022: MINISTRY OF EDUCATION STATE DEPARTMENT FOR EARLY LEARNING AND BASIC EDUCATION.

Position: ICT Officer for Digital Literacy Programme

Duties and Responsibilities.

- ★ Support E-Learning and content development in line with scheme of work.
- ★ Providing classroom support and training of schoolteachers and in use of digital literacy devices.
- ★ Support implementation of the Digital Literacy Programme.
- ★ Carrying out innovations to enable schools improve on use of digital learning.
- ★ Provide support in safe, secure, and ethical use of technology in learning.
- ★ Assist teachers by integrating ICT in delivery of teaching, learning, assessment, and reporting.
- ★ Support school staff with development and production of key school policies and procedures.
- ★ Provide first line support and maintenance of ICT services in the schools.

MAY 2022- TO MAY 2023: NATIONAL COUNCIL FOR PERSONS WITH DISABILITIES.

Position: ICT Officer.

Duties and Responsibilities.

- ● Being responsible for the smooth running of computer systems, routers, switches, internet and ensure users get maximum benefits from them.

Other Responsibilities
- ◆ Offering daily operations and systems support to personnel

- ◆ Setting up of computer LAN for new outlet while providing solution to ICT matters concurrently.

- Verifying functionality of hardware and software components

- Conducting consistent network backup operations

- Installing and configuring computer hardware, software, systems, networks, printers and scanners

- Planning and undertaking scheduled maintenance upgrades

- Restricting access to unauthorized site, downloads and users.

- Setting up accounts for staff, educate them on log in and resolve issues arising

- Installing and training end users on the use of the office applications and other softwares

- Troubleshooting hardware and software issues in person, remotely and via phone

- Investigating, diagnosing and solving computer software and hardware faults

- Repairing equipment and replacing parts, checking computer equipment for electrical safety

- Maintaining records of software licenses

SKILLS
Computer skills

- ✔ Proficiency in Visual basic, C++, C#, PHP, JAVA, JavaScript Programming languages

- ✔ Proficiency in using Microsoft office suite applications

- ✔ Proficiency in using Microsoft Windows Applications; windows 7,8, and 10

- ✔ Database Systems: MYSQL

- ✔ Networking: Installation of CCTV cameras, running of fiber optic and UTP cables, design and installation of LAN networks, configuration of switches and routers.

GENERAL SKILLS

- ✔ Ability to maintain professional status and keep abreast of evolving trends in engineering through continuing professional development and by permanent self-study

- ✔ Good knowledge in comprehensive fault finding and repair service.

- ✔ Good knowledge in planning an autonomous preventive maintenance schedule

- ✔ Good experience in Fiber optic and Ethernet networks

- ✔ Good communication and interpersonal skills including ability to prepare relevant reports.

- ✔ Able to prioritize individual workloads according to deadlines.

STRENGTHS
Punctual, hardworking, quick learner, good team player and a self-motivated person.

REFEREES

1. BILLY TANUI
NETWORK ENGINEER
JAMES FINLAY (KENYA) LIMITED
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2. EUNICE KOSEN
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3. WILLY KEBENEI
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4. HELLEN TUEI
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