



BREDA KATHURI

Contact

(+254) 790229517 

kathuribreda@gmail.com 

linkedin.com/in/breda-kathuri-190717277/ 

Education

(JAN 2020-JULY 2024)

**Bachelor of Business Information
Technology**

Second Class Upper Division

KCA University, Nairobi

**Certified Cisco Network Associate
(CCNA)
ICT Authority, Nairobi**

Key Skills

- Strong Troubleshooting and Analytical Skills
- Proficient in Microsoft Office with advanced skills in Word and Excel
- Programming Languages: Java, C++, JavaScript, MySQL, CSS, HTML, C and .net
- Familiarity with Hais, Turnquest and DMVIC systems
- Good understanding of Networking structure and protocols
- Experienced with Firewalls and other Security Products like VPN and DMZs.

Profile

Dynamic IT professional with hands-on experience at Kenya Broadcasting Corporation under ICT Authority, excelling in troubleshooting and network configuration. Proven ability to enhance operational efficiency through strong analytical skills and effective communication. Proficient in programming languages such as Java and skilled in cross-functional collaboration to deliver impactful IT solutions.

Professional Experience

IT Intern

ICT Authority – Kenya Broadcasting
Corporation(KBC), Nairobi

**JAN 2025
– PRESENT**

- Configuring network equipment such as routers, switches, firewalls and wireless access points.
- Maintaining accurate records of all IT-related incidents and requests in our ticketing system.
- Developing an understanding of the IT infrastructure by shadowing senior members of the team.
- Creating user accounts and configured access privileges according to departmental requirements.
- Providing technical assistance to internal staff and external customers, troubleshooting hardware and software issues.
- Performing regular maintenance tasks such as patch management, antivirus updates and disk cleanups.
- Monitoring server performance metrics for potential issues or trends that could affect service availability or security posture.
- Maintaining and updating computer systems, networks, and databases according to established procedures.
- Conducting research into new technologies for potential implementation in the organization's infrastructure.

- Adaptability and flexibility and Time Management skills.
- Teamwork capabilities and Proven Leadership skills.
- Good understanding of Server management, Router and Switch Configuration
- Hardware and Software maintenance
- Ability to Configure and Deploy networks.
- Strong Problem-Solving skills.

Awards

NOV 2022-OCT 2023

Student Leadership

Finance Secretary KCA University
Town Campus

Underwriting Intern

KCB Bank Group – Nairobi, Kenya

**JAN 2024
– APRIL 2024**

- Processed and on boarded over medical covers for new entries in HAIS and smart Access for efficient management and access.
- Assisted in processing over 500 insurance applications monthly, achieving a 15% increase in efficiency by streamlining document verification procedures and utilizing CRM tools to track customer interactions.
- Uploaded various insurance products in the insurance platforms for accessibility and management.
- Responded to calls and emails daily and solved 90% of their concerns.
- Assisted daily dispatch process for all issued medical cards and scheme documents, ensuring timely delivery to recipient.
- Assisted in processing and verifying over 200 insurance policy applications weekly, utilizing internal software systems to ensure compliance with regulatory standards and improve processing efficiency by 15%.

IT Support Volunteer

Kenya National Blood and Transfusion Services,
Nairobi

MAY 2023-AUG 2023

- Ensured seamless connectivity between blood scanning machines and BMIS for accurate, direct result transmission.
- Assisted donors with accurate and secure data input in the BMIS DamuKe website.
- Conducted troubleshooting of network issues, ensuring seamless operations for end-users.
- Assisted in processing barcodes for labeling blood bags for donor identification.