

CARRICULUM VITAE

VICKY CHEPKORIR
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PERSONAL INFORMATION

NATIONALITY; KENYAN
ID NO;
SEX; FEMALE
RELIGION; CHRISTIAN
STATUS MARRIED
LANGUAGES; ENGLISH, KISWAHIL.

CAREER OBJECTIVE

To obtain a position in finance, leveraging my accounting knowledge and analytical skills to provide accurate financial information to the company. Seeking a challenging role in taxation, utilizing my in-depth understanding of tax laws and regulations to provide valuable insights to clients.

ROLES

- Organize, catalog, and classify library materials.
- Assist patrons in finding and accessing information.
- Manage library databases and digital resources.
- Develop and implement library policies and procedures.
- Plan and coordinate literacy programs and workshops.
- Maintain accurate library records and circulation systems.
- Ensure proper book maintenance, repairs, and replacements.
- Stay updated on emerging library technologies and trends.

PROFILE

I am a responsible, self motivated, outgoing, honest and hardworking person who can demonstrate strong professional etiquette and maintain a clear sense of purpose.

EDUCATIONAL BACKGROUND

<u>YEAR</u>	<u>INSTITUTIONS</u>
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6 TH JAN – TO DATE	STUDENT AT KSTVET
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2015-2018	TURKANA GIRLS NATIONAL SCHOOL(O LEVEL)
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AWARD:	Kenya Certificate of Secondary education (KCSE)
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2007-2014	LODWAR MIXED PRIMARY SCHOOL
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AWARD	Kenya certificate of primary education (KCPE)
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WORKING EXPERIENCE

2024-2025	MARA SECONDARY SCHOOL
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POSITION	Librarian.
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2022-2023	ZASA ACCADEMY PRIMARY SCHOOL
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POSITION	Librarian.
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SKILLS AND COMPETENCIES

- ❖ Information Organization & Management – Proficient in cataloging, classification, and metadata management.
- ❖ Communication – Strong verbal and written communication skills to assist patrons effectively.
- ❖ Interpersonal Skills – Ability to engage with diverse library users and staff professionally.
- ❖ Research & Analytical Skills – Skilled in information retrieval and evaluating sources.
- ❖ Adaptability & Self-Motivation – Capable of working in a dynamic environment with minimal supervision.
- ❖ Innovation – Creative in implementing new library programs and integrating technology.
- ❖ Let me know if you'd like any changes!

HOBBIES

- Reading books
- Social work
- Adventuring and making new friends
- Travelling

REFERENCE

1. VICTOR SIGEI

DIRECTOR

DESTINY ELECTRONICS

PHONE: 0716877532.