

CURRICULUM VITAE

PERSONAL INFORMATION:

Full Name: Erick Kimanthi Nzoka.
Address: P.O. Box 21188, Nairobi.
ID Number: 40112715.
Mobile: 0796681230.
Religion: Christian.
Email: ericknzoka25@gmail.com.

PROFILE

A dedicated and positive individual committed to achieving the highest standards in any given task. In my previous role as an Information Technology Officer, I demonstrated the ability to thrive under intense pressure, provide efficient services to administrators, and solve complex problems in my field.

WORK EXPERIENCE

i. Ministry of Interior (Industrial Attachment)

Duration: 4 months

Responsibilities: Provided IT support, solved hardware and software issues for smooth operation.

ii. Makadara Children Sector (Volunteer IT Consultant)

Duration: 2 months

Responsibilities: Offered IT consulting services. Data entry and management, network administration, troubleshooting printer and pc for smooth operations

Jomo Kenyatta University of Agriculture and Technology

❖ Diploma in Information Technology

Duration: 2years

- ❖ Certificate in Information Technology

Duration: 2021 Sep – 2021 Dec

Elite Visionary High

- ❖ Jan 2016 April 2021

KCSE Certificate

Laini Saba Primary

- ❖ Feb 2009 – Dec 2015

KCPE Certificate

CAREER OBJECTIVES

To be a collaborative team player, contribute and gain knowledge within a team, and take on greater responsibilities and challenges for the growth of an organization. I aim to utilize my skills and knowledge dynamically to contribute to an organization's objectives and further enhance my career.

INFORMATION TECHNOLOGY SKILLS

- Html
- Css – bootstrap
- Js – react
- Php
- Msql
- Basic computer hardware

SKILLS

- ***Time management***

Effective prioritization of task

Proven ability to meet dead line

Effective use of time and resources

- ***Self-motivation***

Demonstrated ability to work independently

Proactive approach to task and problem solving

Result-driven mindset

- ***Adaptability***

Flexibility in handling changes and unexpected challenges

Opens to new tools and technologies

Ability to pivot quickly when needed

- ***Communication skills***

Clear and concise written and verbal communication

Active listening skills

Ability to convey complex ideas in a straightforward manner

HOBBIES

- Football
- Swimming
- Dancing
- Traveling

REFERENCES

1. Charles Moseti

Head ICT Ministry of Interior and National Coordination

Contact: 0794302106

2. Mary Kavilu.

Head Officer, Children Affairs Madaraka

Contact: 0722109947