GEORGE KIMUNDUI KARANJA

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | **KEY COMPETENCIES**   * Excellent communication skills  Negotiation skills * Adaptable  Interpersonal skills * Impeccable Customer service  Trustworthiness & Ethics * Team work  Results orientated | |  |  |  |  | | --- | --- | | **EDUCATION** |  | | **BACHELOR’S DEGREE IN Computer Science**  **UMMA UNIVERSITY** | 2020- 2023 | | **KENYA CERTIFICATE OF SECONDARY EDUCATION**  **MERU SCHOOL**  GRADE ATTAINED: B (Plain) | 2016-2019 | | **KENYA CERTIFICATE OF PRIMARY EDUCATION**  **PINK ROSES ACADEMY**  GRADE ATTAINED :385 | 2013-2016 |   I am a motivated and dedicated professional with a proven track record of success. My work is characterized by a strong work ethic, adaptability, and a commitment to achieving goals. I excel at working collaboratively with teams and have a solid foundation in the skills and knowledge necessary for this role. I am seeking an opportunity to contribute my expertise and continue to grow in a dynamic work environment. |

# PERSONAL PROFILE

 Nairobi, Kenya

 +254708714000

[georgekkaranja276@gmail.com](mailto:ianwaweru94@gmail.com)

**WORK EXPERIENCE**

## HAYAT KIMYA KENYA

**In-store Product Demonstrators** July – September 2023

Responsibilities included: -

* Set up and maintained product demonstration stations, ensuring they were clean, organized, and well-stocked.
* Conducted in-store product demonstrations and samplings to introduce customers to new or existing products.
* Explained product features, benefits, and usage to customers in a clear and engaging manner.
* Actively engaged with shoppers, answering questions, addressing concerns, and providing a positive customer experience.
* Collaborated with the sales and marketing teams to develop effective product demonstration strategies.

KENYA FOREST SERVICE September - December 2022

## ICT support

Responsibilities included: -

* Assisted in troubleshooting and resolving technical issues for employees.
* Collaborated closely with the IT team to ensure the smooth functioning of computer systems, hardware, and software.
* Adhered to IT policies and regulations to maintain data security and privacy.
* Prioritized providing exceptional customer service to internal employees.
* Promptly responded to IT-related inquiries from employees.
* Resolved various technical problems for employees.

## FAST NET INTERNET SERVICES

**Sales Promoter** July – September 2020

Responsibilities included: -

* Contributed to increased customer satisfaction and loyalty through effective communication and outreach efforts.
* Acted as a liaison between the company and the community to ensure residents were well-informed about FastNet's internet solutions.
* Developed and distributed promotional materials to raise awareness of FastNet's offerings.
* Conducted informative virtual seminars and community outreach programs to educate residents about FastNet's high-quality and affordable internet services.

# SKILLS

* **Leadership and Motivational Skills:** I excel in inspiring and leading teams, demonstrating a natural talent for motivating and guiding colleagues.
* **Initiative and Self-Reliance:** I am a self-starter, capable of thriving with minimal supervision, driven by a strong sense of personal initiative.
* **Effective Team Player:** I am a collaborative team player, with exceptional communication and negotiation skills that enhance cooperation and productivity.

# STRENGTHS

* **Goal-Oriented:** I am unwavering in my commitment to achieving set objectives and targets, consistently delivering results.
* **Proactive Go-Getter:** I possess a proactive, determined approach, actively pursuing and accomplishing challenging tasks.
* **Adaptability and Willingness to Learn:** I am dedicated to continuous learning, readily embracing new concepts, technologies, and methodologies to adapt to evolving work demands.

# SOCIAL ACTIVITIES

* Member of UMMA TECH HUB - UMMA University
* Active Basketball player (Point-Guard)
* Team building activities

# REFEREES

1. Miss Joan Wangeci Gatundu

Team leader, Hayat Kimya.

Contacts: 0728065517.

1. Mr. Daniel Yeswa

ICT Department, Kenya Forest Service.

Contacts: 0725463920.

1. Martin Waweru

FastNet Internet Services, Nairobi

Contact: 0791348584