**CURRICULUM VITAE**

**LEROY MAKACHIA**

**E-MAIL: Leroymakachia@gmail.com**

**FULL NAME: LEROY MAKACHIA**

**ID NUMBER: 39361285**

**DATE OF BIRTH :10/03/2003**

**NATIONALITY: KENYAN**

**MARITAL STATUS: SINGLE**

**LANGUAGES : KISWAHILI, ENGLISH**

**CONTACT: 0759221072**

**RELIGION : CHRISTIAN**

**PERSONAL ASSESSMENT**

I am a hardworking, cooperative, self-directed, Ambitious and dedicated individual who can work in any kind of an environment. Am committed towards achieving both individual and the organizational goals.

**CAREER OBJECTIVE**

* To work in dynamic technological environment that provides opportunities for career development and enables me to use my knowledge to help an organization achieve its key goals and objectives and goals.
* To be skillful in planning, organizing and coordinating various activities so that they work together to achieve maximum benefits from the available resources.
* To be efficient and up to date with current technological advancement in relation to social, economic, communication and infrastructure development.
* To become a competent individual and consultant and use all possible skills for organization growth

**JOB OBJECTIVES**

Hardworking and determined with proven leadership and organizational skills and minute attention to detail. Aim at transforming corporate world for betterment of the society in accordance with contemporary qualification in the field. To utilize my skills knowledge and experience to provide quality services in the era of globalization*.*

**PROFESSIONAL AND ACADEMIC QUALIFICATION**

**2021 TO 2024:** Dedan Kimathi University of Technology

Bachelor of Science in Business information technology

**JAN 2020-APRIL2021**: KAHUHO UTUMISHI BOYS HIGH SCHOOL

KCSE CERTIFICATE AWARDED

**2013-2015** NAKURU ELITEPRIMARY SCHOOL

KCPE CERTIFICATE AWARDED

**KEY SKILLS AND COMPETENCIES**

* Excellent negotiation, communication, interpersonal skills and a team player.
* Leadership
* programming
* Strong analytical, planning and organizational skills with a very proactive approach to achieving results.
* Honest, transparent and high level of integrity.
* Strong proficiency in the handling of money effectively.
* Flexibility and responsiveness in handling and determining complaints and ability to identify with precision the critical factors of a problem in an impartial and objective way.
* Ability to maintain professional status and keep abreast of evolving trends through continuing professional development.
* Ability to maintain confidentiality of privileged information and to ensure absolute discretion and sensitivity to confidential matters which is key to my profession.
* Ability to work under pressure and manage time effectively.
* Ability to establish and maintain good working relationships with people from diverse backgrounds.

**DUTIES AND RESPONSIBILITIES**

* Deliver one’s own skills.
* Provide a holistic environment for the people in the work place to integrate.
* Provide motivational advice to staffs and stakeholders to enhance their progress in their arena in their workplace.
* Provide emotional and psychological support to staff and all stakeholders and create harmonious environment.

**HOBBIES**

* Reading books
* Music
* Charity works
* Team building

**REFEREES**

**Reference**

1. John nyamacharia

Principal

Uhuru high school

0748898894

2.Reverent peter ngaira

Pastor Langata church

0723368828

IN SWAHILI

WASIFU KWAZI

LEROY MAKACHIA

E-MAIL: leeroymakachia@gmail.com

JINA KAMILI: LEROY MAKACHIA

NAMBA YA KITAMBULISHO: 39361285

TAREHE YA KUZALIWA: 10/03/2003

URAIA: MKENYA

HALI YA NDOA: SINGO

LUGHA: KISWAHILI, KIINGEREZA

MAWASILIANO: 0759221072

DINI: MKRISTO

TATHMINI BINAFSI

Mimi ni mtu mwenye bidii, ushirikiano, anayejiongoza mwenyewe, mwenye malengo na aliyejitolea kufanya kazi katika mazingira yoyote. Nimejitolea kufanikisha malengo ya kibinafsi na ya shirika.

LENGO LA KAZI

\* Kufanya kazi katika mazingira ya kiteknolojia yenye nguvu ambayo inatoa fursa za maendeleo ya kazi na kuniruhusu kutumia ujuzi wangu kusaidia shirika kufanikisha malengo na malengo yake makuu.

\* Kuwa na ujuzi wa kupanga, kuandaa na kuratibu shughuli mbalimbali ili zifanye kazi pamoja kufanikisha faida kubwa kutoka kwa rasilimali zilizopo.

\* Kuwa na ufanisi na kuendelea na maendeleo ya kiteknolojia yanayohusiana na maendeleo ya kijamii, kiuchumi, mawasiliano na miundombinu.

\* Kuwa mtu mwenye uwezo na mshauri na kutumia ujuzi wote unaowezekana kwa ukuaji wa shirika.

MALENGO YA KAZI

Mwenye bidii na nia thabiti na ujuzi wa uongozi na shirika na umakini mkubwa kwa undani. Lengo ni kubadilisha ulimwengu wa ushirika kwa ajili ya ustawi wa jamii kulingana na sifa za kisasa katika uwanja huo. Kutumia ujuzi wangu, maarifa na uzoefu kutoa huduma bora katika enzi ya utandawazi.

SIFA ZA KITAALUMA NA KIELIMU

2021 TO 2024: Dedan Kimathi University of Technology

Shahada ya Sayansi katika Kompyuta

JAN 2020-APRIL2021: KAHUHO UTUMISHI BOYS HIGH SCHOOL

Cheti cha KCSE

2013-2015 NAKURU ELITEPRIMARY SCHOOL

Cheti cha KCPE

UJUZI NA UWEZO

 Uwezo bora wa majadiliano, mawasiliano, ujuzi wa kijamii na kuwa mchezaji wa timu.

 Uongozi

 Programu za kompyuta

 Ujuzi wa uchambuzi, kupanga na kuratibu na mbinu za kufanikisha matokeo.

 Uaminifu, uwazi na kiwango cha juu cha uadilifu.

 Uwezo mkubwa wa kushughulikia pesa kwa ufanisi.

 Uwezo wa kubadilika na kujibu malalamiko kwa usahihi na uwezo wa kutambua kwa usahihi mambo muhimu ya tatizo kwa njia isiyo na upendeleo na malengo.

 Uwezo wa kudumisha hadhi ya kitaaluma na kuendelea na mwenendo unaobadilika kupitia maendeleo endelevu ya kitaaluma.

 Uwezo wa kudumisha usiri wa taarifa zilizotunukiwa na kuhakikisha busara kamili na unyeti kwa mambo ya siri ambayo ni muhimu kwa taaluma yangu.

 Uwezo wa kufanya kazi chini ya shinikizo na kusimamia muda kwa ufanisi.

 Uwezo wa kuanzisha na kudumisha mahusiano mazuri ya kazi na watu kutoka asili tofauti.

MAJUKUMU NA WAJIBU

\* Kutoa ujuzi wangu mwenyewe.

\* Kutoa mazingira ya kina kwa watu mahali pa kazi kuunganisha.

\* Kutoa ushauri wa motisha kwa wafanyakazi na wadau ili kuimarisha maendeleo yao katika uwanja wao wa kazi.

\* Kutoa msaada wa kihisia na kisaikolojia kwa wafanyakazi na wadau wote na kuunda mazingira ya ushirikiano.

SHUGHULI ZA KUPENDELEA

\* Kusoma vitabu

\* Muziki

\* Kazi za kujitolea

\* Kujenga timu

WAJUMBE

John Nyamacharia

Mkuu wa shule

Utumishi boys high school

0748898894

Mchungaji Peter Ngaira

Mchungaji Lang'ata Church

0723368828

MŨTETEMERI WA MWENDA

LEROY MAKACHIA

E-MAIL: leeroymakachia@gmail.com

ANDŨ ÛMÎRETHO: LEROY MAKACHIA

NAMBARI YA KIMUTHENGI: 39361285

NÎKÛMÎRWO: 10/03/2003

ÂÎTHOMI: MÛTHÛNGÛ

ÎRAGA RÛMÎÎRÎ: ÛRÎA WAKÛMÎÎRA

MÎKOYA: KÎSWAHILI, KÎINGÎRÎÎKA

MÎWANDÎKO: 0759221072

ÎGAÎKA: KRISTO

MÛGUÎKÎRE NA MÛTAÎ

Nî ndîretho wa ngarîrîkîra, wa nîkoî, na wa mûthîhû wa ndagitari na andû a nîmwîrîaga andîka. Nîkûmîria kûhûrîra thîinî mûgîîra nî atû a nîkwîrîka na tûkûgîkîra.

MÛKARANÎRE WA GÎKÛYÛ

\* Kûhenîkana nî kûgîkîra mûgîîra wîra-înî wa ndagîtari ta mûhonyetwo. Tûkûmîra wîra-înî wîmûthiî wa mûgîîra îngîrîkana nî kûgîkîra mûgîîra nî mîgîtûîîrîkîre mîhînû.

\* Kûmenya na kûhenîkana nî îgîîrîgîkana na îgîîrîgîkana ya tekinorôjîgîa nî nîgîrîkîrîkana nî nîgîrîkîrîkana na nîîma nî kûhitha na nîga îîkagîkîre wîra wa ndagîtari îmûngû înî.

MÛGUÎKÎRE WA GÎKÛYÛ

Wîrîa-înî kûhîrîa nî tekinorôjîgîa na nîgîrîkîrîkana nî nîgîrîkîrîkana na nîîma nî kûhîhîya nî nîga îîkagîkîre wîra wa ndagîtari îmûngû înî. Kûmenya na kûhenîkana nî îgîîrîgîkana na îgîîrîgîkana ya tekinorôjîgîa nî nîgîrîkîrîkana nî nîîma nî kûhîhîya nî nîga îîkagîkîre wîra wa ndagîtari îmûngû înî.

NGÛRÛ ÎNÎ WÎRÎA

2021 KÛRÛ 2024: Dedan Kimathi University of Technology

Mwînîrî wa Sayensi nî Kompyûta

JAN 2020-APRIL2021: KAHUHO UTUMISHI BOYS HIGH SCHOOL

Îkîrîta Cîa KCSE

2013-2015 NAKURU ELITEPRIMARY SCHOOL

Îkîrîta Cîa KCPE

ÎNGÎÎKÎRA NA ÎNÎMÎHÎKA

 Ûmûmenya nî ûgîkîrîga, kûgîkîrîga, mûthîhû wa ndagitari na kûwa mûhîrîrîga wa mûgîîra.

 Ûmûhîrîrîga

 Ûkônyagîra kûmpyûta

 Ûgîkîrîga wa ûthîîrîkîre, kûpangîra na kûrâtibû nî mûgîîra nî ûthiîrîkîre wa ûgîkîrîga.

 Ûhûtirîra, ûthũhû na ûkûndûû na ûkûrîkîra nî nûjîîrîkîre.

 Ûrîa îngîkîrîka nî kûrîkîra nî kûgîkîrîka nî kûgîkîrîka na ûgîkîrîga wa mûgîîra.

 Ûgîkîrîga wa ûgîkîrîga wa ûgîkîrîga wa ûthûkana na ûkûhûkûû na ûgîkîrîga wa ûthûkana wa ûkûkana ûkûkana na ûgîkîrîga wa ûkûkana.

ÛÎNÎÎKÎRE NA ÛGÎÎÎRÎGA

\* Kûhûrîra ûmûmenya wîra wînî.

\* Kûpûgîkîra gîkîîrî wa mûgîîra nî kûmenya ûmûmenya ûndî wothe.

\* Kûrâtibû îndî wothe wa ûthũhû na ûgîkîrîga wa mûgîîra îmûngû înî.

\* Kûmenya ûndî wothe wa mûgîîra.

ÎHORO

\* Kûnyika gîkîîrî

\* Mûsîki

\* Mûthîhû wa kûgîkîrîkîrî

\* Kûmenya ûndî wothe.

ÛWÎMÎRÎRI

John Nyamacharia

Mûrîithî wa sîmû

Utumishi boys high school

0748898894

Mchungaji Peter Ngaira

Mchungaji Lang'ata Church

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