

JUDITH OTIENO

COMPUTER SCIENCE STUDENT

Objective:

A dedicated and motivated Computer Science student seeking an internship position within the Office of the Registrar, Academic Affairs. I aim to leverage my skills in data entry, organization, and customer service to contribute to routine examination tasks, logistics, and record keeping.



ABOUT ME

- Passionate about utilizing technology to improve administrative processes and enhance efficiency.
- Actively involved in extracurricular activities, such as badminton (coach).
- Continuously seeking opportunities for professional development and staying updated on the latest advancements in the field of computer science.
- I am an excellent communicator with quick grasp of the bigger picture.

LANGUAGES

ENGLISH

SWAHILI

FRENCH

CONTACT INFO



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judyochanda686@gmail.com



Nairobi, KENYA



Judy Ochanda



WORK EXPERIENCE

IEBC

August - 2022

POLLING CLERK - IEBC

Assisted in the management and organization of polling stations during national elections.
Ensured accurate and efficient voter registration and verification processes.
Maintained confidentiality and integrity of voter information.
Collaborated with team members to facilitate a smooth election process.

NAIJA KITCHEN

May - June 2022

WAITRESS - NAIJA KITCHEN

Provided exceptional customer service to a diverse clientele.
Took orders, served food and beverages, and handled cash transactions.
Maintained cleanliness and hygiene standards in the restaurant.
Collaborated with the kitchen staff to ensure timely food delivery.



EDUCATION

SOUTH EASTERN KENYA UNIVERSITY 2020 - PRESENT

DEGREE

Bachelor of Science, Computer Science

NYAKACH GIRLS 2016 - 2019

KCSE

Mean Grade B+
Maths A, Eng B, Kis A-, Bio C+, Phy B, Chem B+
Geo B-, French B+



SOFT SKILLS

Effective time management

Coordination & collaboration

Detailed-oriented with a focus on accuracy and organization

Active listening

Client-oriented approach to handle inquiries and provide support



TECHNICAL SKILLS

Data Structures & Algorithms

Database Management

Web Development

Software Engineering

Information Systems

Proficient in Microsoft Office Suite

Experienced in using Google Workspace and web-based apps