

# KENNETH OMBALO OKUMU

## PERSONAL DETAILS

LinkedIn : <https://ae.linkedin.com/in/kenneth-okumu-21829735>

DATE OF BIRTH : 5<sup>th</sup>/November/1982

SEX : Male

COUNTRIES WORKED: Kenya, Dubai-UAE, Liberia, Ivory Coast, Rwanda, Sudan, Uganda, [IRAQ \(Currently\)](#).

NATIONALITY : Kenyan

CONTACT Cell: +964 781 322 9863 (Iraq), +254 707724533 (Kenyan)  
Email: [Kennethokumu@yahoo.com](mailto:Kennethokumu@yahoo.com)



LANGUAGE : Eloquent oral and written communication skills in English and [Swahili, with strong ability to write](#) clearly and concisely. Basic Arabic.

## PROFESSIONAL BACKGROUND

- |             |  |
|-------------|--|
| 2004-2007   | Jomo Kenyatta University of Agriculture and Technology |
|             | - Bachelor of Science in Information technology        |
| 2002-2003   | Jomo Kenyatta University of Agriculture and Technology |
|             | - Bridging Course in Mathematics                       |
|             | -  |
| 2003 - 2004 | Kenya School of Professional Studies                   |
|             | - Diploma in Information technology                    |

## EDUCATION BACKGROUND

- |           |   |
|-----------|---|
| 1997-2000 | Ingotse High School.                        |
|           | - Kenya Certificate of Secondary Education. |
| 1989-1996 | Kakamega Primary School.                    |
|           | - Kenya Certificate of Primary Education.   |

## CAREER OBJECTIVE

Opportunity to work in a result-oriented company that needs Technical experience and delivery of fast, fair and efficient service, where acquired skills and education will be utilized towards continued professional & Business growth and advancement, especially in Worlds' Most challenging Environments and leveraging IT aptitude to look for opportunities to solve real operational business problems by developing and implementing IT solutions.

### Professional Summary

- A dynamic professional with over 10 Years Local/International in-depth understanding of Current IT industry, trends, networking theory, LAN, VPN, WAN internet technologies. Extensive experience in the design, installation, configuration, maintenance and Management of Microsoft server and Laptops/Desktops Systems, with Solid understanding of Back Up Systems, Firewalls, Switches, Routers maintenance in multi- platform environments.
- A keen planner with abilities in managing IT & Networking operations with focus on profitability and achieving company's mission & strategic direction.
- A goal-oriented team player, with a play-to-win drive, who exhibits care and a constant focus on quality and improvement as well as to dealing with the necessary detail level - while keeping focus on the larger perspective at all times.

### System & Network Administration

- Installing workstations, servers, Server Administration, network services and peripherals.
- Maintaining the Network Infrastructure, Installation, migration and configuration of network client workstations, manage Local and Domain wide groups.
- Designing the Backup Strategy for the sites and ensuring scheduled/unscheduled Backups as per backup plan and restoration.
- Installing and configuring the Windows servers for optimal performance.
- Training end-users in the post-implementation phase and discussing issues such as, computer data access needs, security violations, and programming changes.
- Developing plans to safeguard computer files against accidental and unauthorized modification, destruction, and disclosure and to meet emergency data processing needs.

## WORK EXPERIENCE

### CURRENT ASSIGNMENT

AI DAR INTERNATIONAL Co. Basra / Wasite, Badra Oil Field

Samsung Engineering CPF Project 2. IRAQ.

I work as an I.T Engineer and Office Manager for 2 Aldar International Co. Projects.

My duty and Responsibilities include;

- To Ensure secure IT operations by implementing and managing all systems to the Aldar International Security Policies, Procedures and IT-related Internal Controls as directed by Company Management.
- Directly manage user access rights in all systems to ensure rights are appropriate, not excessive and removed immediately as appropriate according to Company IT Policies and in coordination with Human Resources. Directly manage the restriction of all administrative account rights to appropriate users according to Company IT Policies.
- Effectively communicate and educate location management team and users to ensure understanding and adherence to Company IT Policies.
- Ensure all IT security requirements and electronic data protection, privacy, retention and Destruction requirements are met to a high degree of effectiveness and according to Company IT Policies, and immediately report to Management any barriers to the same, and activate an approved deviation plan.
- Perform troubleshooting and support of all systems, engage external support vendors as appropriate and manage system service levels
- Active IT capital and expense budget planning for the location and management of the IT department operating budget.
- Provide effective communication and collaboration with Site Managers on the technology needs of their sites, while Maintaining clear communication and information exchange with Management to ensure optimum sharing of technology issues and solutions and support corporate technology requirements and initiatives as appropriate (e.g. Global Personalization, System Changes/Updates, etc.).
- Ensure Safety of Company Data/Information by Performing Periodic back up of all the Users Documents and Mails.
- Configure, install and maintain local area network hardware, software and telecommunications services e.g. workstations, system software, software applications, printers, servers, routers, bridges, switches, modems, cabling and UHF FM Transceivers.

## PREVIOUS ASSIGNMENTS

### GULF CATERING COMPANY SERVICES KUWAIT / DUBAI, UAE

c/o United Nations Mission DARFUR (UNAMID FOODSERVICE)  
(SEPT 2013 to JUNE 2015)

I worked as the I.T Technician for GCC Services Food Service Contract in United Nations Mission Darfur Operations. Since this was an initial foodservice contract for GCC, from Mobilization, It was a challenging and interesting experience. My duty and Responsibilities include;

- Hand in Hand supervising of subcontractor proposed Products, installations, configurations and testing of Equipment i.e. VSATs Antennas, BUC, LNB I Direct Modems, Routers, Computers, Printers, Scanners, Copiers Wireless Outdoor Units and other I.C.T Systems.
- Authorize and oversee the deployment, monitoring, maintenance, development, and support of all hardware and software based on department needs.
- Coordinate with the head of department to establish objectives, guidelines and operations policies with regards to IT systems and in defining policies, standards and processes relating to IT infrastructure, applications and security.
- Stay abreast of the latest IT technology updates both locally and internationally and visit IT centres within the region to seek IT related improvement opportunities.
- Maintenance of inventory of all computer, telecommunication equipment, I/O devices and software existent in the office ensuring compliance with registration and upgrades.
- Communicate with, Supplier And ISP SUPPORT engineers and appropriate subsidiary staff via electronic correspondence or Cell phone to ensure that all the systems deployed are Efficiently utilized.
- Control expenditures and provide recommendations for budgeting by Evaluating, negotiating with vendors and services contractors.
- Responsible for Mission wide installation, Configuration, operation and maintenance of Laptops, Desktops, Printers, Scanners and Local Area Network in upstream and midstream operations.
- Maintaining IT security including firewall configurations, wireless access configurations, remote access, MS Office and Desktop support computer repairs configure e-mails, user accounts and printing issues and performing Daily Data backups.

### SUPREME LOGISTICS, SWITZERLAND / DUBAI, U.A.E

c/o DARFUR/SUDAN & SOUTHERN SUDAN/LIBERIA & IVORY COAST.  
(JUNE 2012 to SEPT 2013)

I worked as the I.T Administrator for SUPREME LOGISTICS United Nations Mission Liberia and Ivory Coast and Darfur Operations. My duty and Responsibilities include;

- Managing subcontractor installations, configurations and testing of VSATs, I Direct Modems, Routers, Computers, Printers, and other I.C.T Systems.
- Ensuring, or participating in ensuring, the confidentiality, integrity, and availability of Systems, networks, and data through the planning, analysis, development, implementation, maintenance, and enhancement of information systems security programs, policies, procedures, and tools.
- Authorize and oversee the deployment, monitoring, maintenance, development, and support of all hardware and software based on department needs.
- Responsible for developing and maintaining the backup procedures using Symantec Back Up Exec 2010 and performing disaster recovery procedures for the Company's Computer/Laptops.
- Evaluating, acquiring, configuring, and using software intended to ensure that automated Systems are secure from unauthorized use, viral infection, and other problems that would compromise sensitive information in terms of confidentiality, integrity, and availability, or would compromise other aspects of overall system security.
- Implementation of the global network standard to regional operations to ensure connectivity of the vast operating region.
- Developing strategic plans and implementing the objectives of the information Technology needs of the organization to ensure system capabilities are responsive to the needs of the organization's growth and objectives.
- Establish a technology deployment plan and process and supervise the staging, production and support phases of any new product or services deployment.
- Ensure that technology standards and best practices are established and maintained across The organization.

## SUPREME GLOBAL SERVICES SOLUTIONS SWITZERLAND / DUBAI , U.A.E

C/O UN MISSION DARFUR/SUDAN & SOUTHERN SUDAN/LIBERIA & IVORY COAST

(As from MAY2011 to JUNE 2012)

I worked as the I.T Supervisor for Supreme Global Service Solutions, Switzerland/Dubai, U.A.E Under SUPREME SUPPORT SERVICES, assigned to United Nations Mission Darfur, UNAMID - SUDAN. My Prime Duties and responsibilities were to ensure that the I.C.T Infrastructure is fully operational at all times and to provide unconditional support to all users and manage the I.C.T Infrastructure and team in SUDAN (DARFUR); Khartoum, El Geneina, Kulbus, El Fasher, Nyala, Zallengie, Shangil, Al daein and other sub sectors and offer Round the clock Support to other Missions i.e Supreme Food Services, South Sudan, Liberia, and Ivory Coast .

### My Major Duties and Responsibilities Include

- ▣ Manage the IT networking and connectivity for All Supreme Darfur sites. And to install the necessary software, antivirus and Computers / Servers operating systems.
- ▣ Providing technical oversight and guidance to My Locations I.C.T Assistants and basically Providing a first line IT support service to all users, either in person, via the telephone, or email, locally and remotely.
- ▣ Install, maintaining and support wireless networks. Servers and personnel computers according to Supreme Group ICT policies and procedures.
- ▣ To Maintain & Trouble shoot the Company VSATs, Cisco Routers, iDirect Modems, FORTINET Firewall among other I.C.T Equipment to ensure uninterrupted Communication.
- ▣ Ensure that ICT security, firewall administration and antivirus infrastructures are effectively in place, updated and maintained.
- ▣ Accounts Creation, Installations and Administration of the Company's Microsoft Dynamics AX and Microsoft Exchange.
- ▣ Monitor and review working IT practices to maximize performance / productivity and make recommendations for improvements.
- ▣ To compile and maintain all necessary records, reports and log books.
- ▣ To ensure that all procedures and working practices adhere to those defined in International Operations Manual.
- ▣ To coordinate the maintenance and procurement of all IT related equipment.
- ▣ To Provide and perform remote Support to the remote users in different locations in Northern Darfur, South Sudan, Liberia, Afghanistan/ Mali (REMOTELY) and Ivory Coast.

## GULF PLASTICS & CONVERTING INDUSTRIES /(RAKtherm). Sharjah / RAK. UNITED ARAB EMIRATES. (As from DECEMBER 2008 to MAY 2011)

I worked as the ICT Officer, In charge of all the company I.T needs.

### My Major Duties and Responsibilities Include;

- ▣ Provide a first line IT support service to all users, either in person, via the telephone, or email.
- ▣ Performing preventative and fault isolation maintenance on the local and wide area networks.
- ▣ Evaluating the performance of systems resources such as operating systems, servers and ERP Databases and implementing change where required to improve performance on Windows Platform.
- ▣ Based on program and technical requirements, I evaluate and recommend appropriate hardware, software and services solutions.
- ▣ Administration and Maintenance of Our Company ERP (Orion), to ensure all the users in the Domain Can Access the server system and work professionally.
- ▣ Coordinating hardware and software purchases better because I have a Valid UAE License, and preparing recommendations to the Production Manager.
- ▣ Developing plans for new systems and system enhancements and determining data security, backup, and recovery requirements.
- ▣ Repairing and recommending technical alternatives involving technology, methodology, tools, processes and solution components opportunities
- ▣ Assisting the Operations Manager by providing technical project coordination role
- ▣ Benchmark, analyze and make recommendations for the improvement of the IT Infrastructure and IT systems.
- ▣ Conform and abide by all regulations, policies, work procedures instructions and Safety rules.

AVTECH SYSTEMS LTD  
NAIROBI, KENYA (As From Feb 2007 to Nov 2008)

I worked as the ICT Administrator. I am responsible for the companies Information Communication and Technology Department.

My Major Duties And Responsibilities Included;

- ▣ Programmed maintained and administrated the company database using File Maker Pro to facilitate easy management and maintenance of data & Information.
- ▣ Installation and maintenance of the company's Local Area Network.
- ▣ Directing the activities of individual administrators to ensure that all cognizant systems are operated and managed efficiently.
- ▣ Responding to and troubleshooting emergencies including server and system outages, Physical infrastructure and other equipment issues.
- ▣ Monitoring, updating and housekeeping of company-wide ICT networked systems and structures, including e-mail and Internet, which are critical to the smooth operation of Company functions.
- ▣ In charge of operating, troubleshooting and maintaining the following equipment: LCD projectors, LCD/Plasma displays, Computers, Public Address Systems, Wireless microphones, Audio mixers, Camcorders, VCRS, Smart Boards, Video and Audio conferencing Equipment.
- ▣ Updating of the company website through the Client Management System.
- ▣ Responsibilities include other duties as assigned, including special tasks involved in responding to an emergency event.
- ▣ Serving as main point of contact on all IT-related matters for the office assigned.
- ▣ Identifies opportunities for improvement and makes constructive suggestions for change.
- ▣ Remaining on the forefront of emerging industry practices.
- ▣ Approving and monitoring major projects, IT budgets, priorities, standards, procedures, and overall IT performance
- ▣ Administration of in-house video conferencing systems in all offices.

JCBROADBAND KENYA LTD. (Jan 2005 to Feb 2007)

I work as the Technical manager, overseeing all the daily operations of the Technical department.

My Major Duties and Responsibilities Included;

- ▣ Proposing tools and methods for improving effectiveness and facilitating both Hardware & Software purchases and Installation.
- ▣ Hiring and managing information systems personnel and contractors to design, develop, implement, operate and administer computer and telecommunications software, networks and information systems.
- ▣ Control the computer systems budgets and expenditures
- ▣ Assisting in the planning and implementation of additions, deletions and major modifications to the supporting regional infrastructure.
- ▣ Overseeing the administration and maintenance of the company's infrastructure, and directing more junior Innovators when necessary.
- ▣ Overseeing troubleshooting, systems backups, archiving, and disaster recovery and provides expert support when necessary.
- ▣ Working with project teams to help implement Internal Systems.
- ▣ Building and maintaining vendor relationships and managing the purchase of hardware and software products.

REFEREES

PROJECT MANAGER  
Mr. Manuel F. Rostata  
Aldar International  
Iraq , Wasite, Badra Oil Field  
Tel (Iraq) : +964 781 322 9635  
Tel (Dubai): +971 56 476 5163  
E-mail: m.rostata@aldarint.com

PROJECT MANAGER,  
Steven Smith  
Gulf Catering Company for General  
Trade and Contracting WLL,  
Building 256 First Quarter CH, Al-Jeraif  
West Khartoum, Sudan  
Tel: +249 99 090 4127  
+447415739550 +971562251854  
E-mail: Stsmith@gccservicesicom



Certificate Number /09  
0724

**JOMO KENYATTA UNIVERSITY  
OF  
AGRICULTURE AND TECHNOLOGY**

*This is to certify that*

**Kenneth Ombalo Okumu**

*having satisfied all the requirements  
for the award of the degree of*

**BACHELOR OF SCIENCE IN  
INFORMATION TECHNOLOGY**

**Second Class Honours (Upper Division)**

*was admitted to the degree at a congregation  
held at this University  
on Friday the Twenty Seventh of July  
in the Year  
Two Thousand and Seven*

  
Vice Chancellor

  
Deputy Vice Chancellor  
(Academic Affairs)



KENYA SCHOOL OF PROFESSIONAL STUDIES

Certificate No. 0755

**THIS IS TO CERTIFY THAT**

*Okumu Kenneth*

having satisfied the requirements  
for the award of the

*Diploma in Information Technology  
(Credit)*

was presented

at a congregation held at this college on

20th day of November, 2004

  
CHAIRMAN

  
PRINCIPAL





# KENYA SCHOOL OF PROFESSIONAL STUDIES

INOORERO CENTRE, FOREST ROAD, PARKLANDS  
P.O. Box 60550, 00200-CITY SQUARE, NAIROBI, KENYA. TEL: 3750255-8, FAX: 3750260  
Website: www.kspss.ac.ke Email: enquiries@kspss.ac.ke



## ACADEMIC TRANSCRIPT

NAME: **KENNETH OKUMU**  
STUDENT NUMBER: **201806**  
FACULTY: **INFORMATION SCIENCE AND TECHNOLOGY**  
COURSE: **DIPLOMA IN INFORMATION TECHNOLOGY**  
DURATION: **1 YEAR** YEAR OF STUDY **2003 - 2003**

Code	Title of Subject	Contact Hours	Marks %	Grade
DT10	Information Technology Concepts	54	56	PASS
DT11	Quantitative Techniques	54	65	CREDIT
DT12	Information Technology Applications	54	71	CREDIT
DT13	Client Server Technologies	54	58	PASS
DT14	Structured Programming	54	70	CREDIT
DT15	Financial Accounting	54	62	PASS
DT16	Systems Analysis and Design	54	59	PASS
DT17	Communications Strategy	54	75	DISTINCTION
DT18	Internet Applications Programming	54	62	PASS
DT19	Object Oriented Programming	54	71	CREDIT
DT20	Management Information Systems	54	69	CREDIT
DT21	Programming Project	54	58	PASS

DIPLOMA CLASSIFICATION: CREDIT

Number of supplementary examinations taken: NONE

Key to grading system:

Marks	Class
75% - 100%	Distinction
65% - 74%	Credit
50% - 64%	Pass
49% and Below	Fail

KENYA SCHOOL OF  
PROFESSIONAL STUDIES  
Box 60550-00200 NAIROBI KENYA  
TEL: 3750255-8 FAX: 3750260

Principal

Dean

Date: 19/3/04

*"Adding value to Education and Training"*

Directors: Mr. F.T. Nyamwa, (Executive Chairman), Ms. Wamuyu Kambo, (Principal), Mr. David Mutiso, Dr. Githu Muigai, Mr. Robert T. Gachecheh, Mrs. Mary M'Mukindia

Supervisor's Signature

Issued the 25<sup>th</sup> day of November 2006

has completed the UC Davis  
Online Computer Security Tutorial

Kenneth O. Okumu

This is to certify that

CERTIFICATE OF COMPLETION





UNITED NATIONS DEPARTMENT OF SAFETY AND SECURITY

## CERTIFICATE of ACHIEVEMENT

This is to certify that

**Kenneth Okumu**

has completed the course

**Basic Security In The Field II**

1 February 2016

This certificate is valid for 1 year after the date of completion

UNSS/HR/01



UNITED NATIONS DEPARTMENT OF SAFETY AND SECURITY

## CERTIFICATE of ACHIEVEMENT

This is to certify that

**Kenneth Okumu**

has completed the course

**Information Security Awareness  
Advanced**

2 February 2016

UNSS/HR/02



UNITED NATIONS DEPARTMENT OF SAFETY AND SECURITY

## CERTIFICATE of ACHIEVEMENT

This is to certify that

**Kenneth Okumu**

has completed the course

**Information Security Awareness  
Foundational Assessment**

2 February 2016

UNSS/HR/03



UNITED NATIONS DEPARTMENT OF SAFETY AND SECURITY

## CERTIFICATE of ACHIEVEMENT

This is to certify that

**Kenneth Okumu**

has completed the course

**Information Security Awareness  
Additional**

2 February 2016

UNSS/HR/04





