

CURRICULUM VITAE

PERSONAL DETAILS

Name : Justina Kageni
Phone number : 0791181064
Email : justinakageni@gmail.com
Sex : Female
Marital Status : Single
Nationality : Kenyan
Languages : English and Kiswahili
Religion : Christian

Personal profile

I am a self-driven, hardworking person who is reliable, has attention to details, a team-player, creative, honest and always willing to learn.

Career objectives

To secure a position where my hard work, dedication, the ability to acquire new skills and my existing skills in the areas of Information Technology can be utilized by a progressive and innovative company.

EDUCATION QUALIFICATIONS

September 2015 to December 2019 : Moi University-Bachelor of Science in Information Science (IT major)
March to July 2015 : Kenya college of Accountancy-International computer Driving License (ICDL)
2011 to 2014 : Alliance Girls' High School-Kenya Certificate of Secondary Education

ONLINE CERTIFICATIONS

Digital skills for Africa

Google Africa front-End course

EXPERIENCE

Attaché : **KCB Bank Kenya Ltd** (January to March 2020)

Key roles and responsibilities

- Using custody plus system to manage custody services operations.
- Placement and redemption of deposits on custody plus system.
- Scanning and emailing departmental documents.
- Writing uplifts message for T24 system.
- Signature verification for all outgoing instructions and letters.
- Processing deposits placements and maturities.

Full time intern : **Track n Trace Ltd** (May 2017 to September 2017)

Key roles and responsibilities

- Setting up new computers, monitoring, maintaining systems and networks.
- Configuring user accounts and providing technical support across the company either in person or over the phone.
- Troubleshooting network and hardware and implementing corrective action procedures within prescribed guidelines and/or escalating to other IT team members as appropriate.
- Providing updates to the supervisor on status of projects or technical issues
- Installing software.
- Testing new technology.
- Replacing equipment as necessary.

Major achievement

I undertook research on vehicle tracking devices and made recommendations to the management on some modern robust systems.

Skills

- IT support
- Computer literacy
- Web development
- Digital marketing

HOBBIES

- Developing websites
- Reading
- Writing technology articles

REFEREES

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