

CURRICULUM VITAE

PERSONAL DETAILS

NAME: Kiplangat Ronny

DATE OF BIRTH: 19 July 2000

ID NO: 37536411

GENDER: Male.

CITIZENSHIP: KENYAN

ADDRESS: P.O. Box 718-20200, Kericho

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MARITAL STATUS: Single

RELIGION: Christian

CAREER OBJECTIVE

To secure a challenging role as a librarian where I can leverage my strong analytical, research, and technical skills as well as my information science principles in information and knowledge management, library management and automation, digital curation, and information architecture to contribute to organizational/institutional success.

ACADEMIC BACKGROUND

DATE	INSTITUTION	QUALIFICATION
SEP 2018 - DEC 2023	TECHNICAL UNIVERSITY OF MOMBASA	BACHELOR OF INFORMATION SCIENCE (LIBRARY OPTION) - SECOND CLASS HONOURS (UPPER DIVISION)
JAN 2014 - NOV 2017	LITEIN HIGH SCHOOL	KENYA CERTIFICATE OF SECONDARY EDUCATION (KCSE)
JAN 2010 - NOV 2013	CHUMO EDUCATIONAL CENTRE	KENYA CERTIFICATE OF PRIMARY EDUCATION (KCPE)
JAN 2004 - DEC 2009	KIPSOLU PRIMARY SCHOOL	EARLY CHILDHOOD EDUCATION

PROFESSIONAL AND WORKING EXPERIENCE

Worked as an attaché in the Records Management Unit at Kenya Revenue Authority, Southern Region from 3rd Jan 2022 to 31st March 2022.

Key responsibilities

- Engaged in the identification of closed records for their inventorying and transfer to an offsite storage as they await disposal per the retention and disposal schedule.
- Appraisal and listing of records to aid in obtaining records disposal approval from departments.
- Undertook retrieval of records upon request by Customs and Border Control Department stations from the records center and offside storage
- Received and verified records per the records transfer list from the Customs Department/stations.
- Stored records in their respective bulk filers and labelling shelves.
- Received incoming and dispatched outgoing mails

Worked as a volunteer library assistant, Library Department with Madrasa Resource Centre, Mombasa in 2021. July 2021 to September 2021

Key responsibilities

- Engaged in classification and cataloguing of books and other library collections.
- Arrangement of books on shelves, in their respective sections per their call numbers.
- Maintained the library's online catalog.
- Overall library collection and book processing.

RESEARCH PUBLICATIONS

1. Undergraduate Dissertation - Effects of Information and Communication Technology in Marketing of Library and Information Services in Academic Libraries: Case Study of Technical University of Kenya library.

SKILLS

Cataloguing.

Database Management.

Information and Content curation.

Leadership and Training.

Proficiency with computers and library systems.

INTERESTS

Reading philosophical and historical literature.

Web Design and Development.

Sports Documentary, particularly football and motorsport.

REFEREES

1. Mr. Bernard Kamanda

Deputy Librarian and Lecturer, Technical University of Mombasa,

P.O BOX 90420 - 80100 Mombasa.

Phone number: +254733 943 888

Email address: bkamanda@tum.ac.ke

2. Mrs. Diana Konde

Records Manager and Supervisor, Records Management Unit.

Kenya Revenue Authority, Southern Region.

P.O BOX 90520 - 80100 Mombasa.

Phone number: +254727 240 055.

Email address: dianakonde@ymail.com

3. Mr. Stephen Odera Odongo

Tutorial Fellow, Department of Information Science.

Technical University of Mombasa,

P.O BOX 90420 - 80100 Mombasa.

Phone number: +254727 558 921.

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