

## **LAWRENCE NDERITU KIIRU**

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### **CAREER OBJECTIVE :**

My career objective is to be a highly competent computer specialist whose contribution will add value to an organization facilitating the attainment of its objectives.

### **EDUCATION BACKGROUND**

<b>DATE</b>	<b>SCHOOL</b>	<b>GRADE OBTAINED</b>
<b>2016-2023</b>	University of Embu	Bsc Computer Science
<b>2012-2015</b>	Machakos boys highschool	Aggregate B+ (71 points)
<b>2008-2011</b>	Michinda boys boarding school	Aggregate Marks (377 Marks)

### **WORK EXPERIENCE:**

- (i) **Attachment at County government of Nakuru under the department of public service training and devolution (From 10<sup>th</sup> May 2018- 10<sup>th</sup> August 2018)**

#### **Responsibilities and Duties:**

- Computer maintenance and Networking.
- Processing of Market bills and parking.
- Local area network management resolution.
- Router configuration and networking.
- Provision of on-site support to users in matters of ICT.
- Resolution of Hardware and software problems.
- Programs installation and devices e.g printers.
- Maintenance and preparation of Clearance and payment certificates.
- Updating computer and printer software which includes drivers.
- Processing of business permits,demand notice, land rates and clearance certificates.
- Bill processing and Bill boards and building construction.

- (ii) **Attachment at the same county government of Nakuru under the same state department and undertook the same duties and responsibilities. (From 14<sup>th</sup> may 2019 - 15<sup>th</sup> august 2019)**

- (iii) **Attachment at the Regional commissioner's office Eastern Region (From April 2021-August 2021)**

#### **Responsibilities and Duties:**

- Troubleshooting of computers, ensuring that the server room is not tampered with.

- Maintenance of the Local Area Network connected telephones (VOIP) which includes updating them with latest system configurations.
- Maintenance of computers at the neighboring government offices i.e land office, county commissioner's office, the Embu west police station, information media offices for eastern region as well as Huduma Centre.
- Installation of ups systems in the said offices as well as the Directorate for Criminal Investigations regional office for Eastern region.
- Ensuring that all network devices are fully functional and well connection thus preventing any loss of data as well as sensitive information.

### **Personal Attributes:**

- Integrity.
- Courageous
- Warm.
- Humble and down to earth.
- Reliable and dependable.
- Flexible.
- Happy and enthusiastic.
- Professionalism.
- Respect and dignity for customers.
- Creativity and Innovation.
- Teamwork.

### **Skills:**

- Competent through system development and maintenance using C++ computer programming, website design and web application development.
- Able to undertake any software, hardware problem an organization may face as well as any networking design and security issues.
- Well conversant with the preparation of project documents, the ability to come up with a work breakdown structure, Business Continuity Planning and the preparation of Gantt charts.
- Cyber security enthusiast, self taught penetration tester able to scan a network(s)/system(s) for weak points/vulnerabilities.

### **Hobbies:**

- Watching movies.
- Solving puzzles, sudoku as well as playing chess.
- Traveling.

### **Referees:**

- (i) D.M Ndiritu.  
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- (iii)** Bii Moses  
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