

NGURU LILIAN WACUKA

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CAREER OBJECTIVE:

Motivated in IT diploma student seeking to apply technical skills and knowledge gained through coursework and projects to contribute effectively to IT teams. Eager to learn, adapt, and assist in solving technical challenges.

EDUCATION BACKGROUND:

2005-2014- Wambwe Primary School

I enrolled in the above institution where I achieved a mean grade of a C+.

2015-2018- Kiangunyi Girls High School

I enrolled in the above where I attained a mean grade a C plain

2019-2023 Thika Technical Training Institute

I enrolled in the above institution where I achieved a Diploma in Information Communication Technology. Here is a list of the topics learnt.

- Introduction to Programming
- Networking Fundamentals
- Database Management
- Web Development Basics
- Systems Administration
- Graphic Design

SKILLS ATTAINED

- **Technical:**

- Programming Languages: E.g. [C++, Javascript, Python, and Visual Basic]
- Operating Systems: [Windows, Linux]
- Networking: [Basic understanding of networking concepts]
- Database Management: [MySQL, MS Access]

- Web Development: [HTML, CSS]
- Graphic Design: [Adobe Photoshop]
- IDEs- visual studio code
- REST API

- **Soft Skills Attained:**

- Communication: Strong written and verbal communication skills
- Problem-Solving: Capable of analyzing problems and devising effective solutions
- Teamwork: Able to collaborate with colleagues and contribute to group projects
- Time Management: Well-organized and able to manage multiple tasks

Projects:

1. [SACCOO Management Information System]

- Developed a SACCOO management Information System for Bingwa Company using Visual Basic Programming Language and Ms Access.
- Implemented a system where the users can be to retrieve and store their information without involvement of the paper work.
- Collaborated with a team of five to ensure project completion.
- Presented the project and its outcomes to faculty and peers.

2. [Graphic Design]

- Created a logo, business cards, flyers, brochure for some of the companies e.g. Libapro Clean Ltd.
- Used Adobe Photoshop.
- Received positive feedback from the course instructor for the quality of work.

3. APP DESIGN

- Created a weather API using firebase.
- Created a RESTFUL API with the use of Mongodb.

EXPERIENCE:

- #### 1. Sales agent, [Airtel Company], [Muranga]

[February, 2019]- [August, 2019]

- Managing company sales day to day activities.
- Identify potential leads and opportunities for business growth. Which involved networking, or leveraging online platforms to find potential customers.
- Utilize Customer Relationship Management tools to track interactions with customers, manage leads, and maintain accurate records of sales activities.
- Engage in negotiations with clients to finalize deals. Which included discussing terms, pricing, and any other relevant contractual details.
- Effectively communicate the value proposition of the company's products or services through persuasive sales presentations. This involves tailoring the message to address customer needs.
- I was responsible in identifying and acquiring new customers or clients for the company's products and services.

2. Intern, [Bawn Designers], [Nairobi]

[February, 2021] - [April, 2021]

- Assisted IT team in troubleshooting hardware and software issues for employees.
- Participated in the setup and maintenance of computer systems.
- Collaborated with team members on various IT projects, including installation of various software e.g. Windows.
 - Created a logo, business cards, flyers, brochure for some of the companies e.g. Libapro Clean Ltd.
 - Used Adobe Photoshop.
 - Received positive feedback from the course instructor for the quality of work.
 - Developed and maintained visual identity of a brand by ensuring consistency in design elements.
- Working closely with clients, marketing teams to understand design requirements.

3. Intern, [City Hall, Nairobi]

[November 1ST to December 29TH]

- Assisted user's with log-ins problems, software installation and other related IT problems.
- Performed a routine hardware maintenance tasks such as cleaning and updating drivers.
- Assisted in the set up maintenance of Local Area Network and Wide Area Network.

- Helped in implementing and enforcing security measures to protect organization IT's infrastructure.
- I have also enrolled in leadership and personal growth movement Beyond Success.

2021-2023: Online freelancer.

- Video and audio transcription
- Graphic design
- 3D annotation

Below are my social media links:

<https://www.linkedin.com/in/lilian-nguru-6a8850306>

<https://github.com/LilianWacuka>

REFERENCES:

1. The Principal

Thika Technical Training Institute

P.O BOX 91-01000, Thika.

2. Daniel Ndegwa

Manager Bawn Designs.

0724974119

P.O BOX 75240, Nairobi.

3. Mr. Njiri

Airtel Company, Muranga

0734814913

P.O BOX 10212, MURANGA

4. City Hall Annex, Nairobi

30075, 00100, Nairobi.

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