CURRICULUM VITAE

PERSONAL INFORMATION

Surname / First Names: MOHAMMED ABDI KHAN

Address: BAKAAL HARDWARE AND ELECTRICALS

P.O. BOX: 1012 – 70100, GARISSA

Permanent Address: P.O. BOX 1012 – 70100, GARISSA

Telephone: +254-729632968 (Kenya)

Email: abdikhanmohammed1@gmail.com

Nationality: Kenyan

Date of Birth: 1ST July, 1997

Gender: Male

PERSONAL PROFILE

- I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. As a diploma holder, I am a highly competent IT professional with a proven track record in designing websites, networking, and managing databases. I have strong technical skills as well as excellent interpersonal skills, enabling me to interact with a wide range of clients. I am eager to be challenged in order to grow and further improve my IT skills. My greatest passion in life is using my technical know-how to benefit other people and organizations.
- I possess an excellent ability, to motivate and work with others, coupled with the ability to communicate comfortably at all levels to achieve a certain objective on time and with excellence.

RELATED WORK EXPERIENCE

Dates Jan up-to- July 2023: Occupation or position held: IT support

Garissa University (Jan – July 2023)

I Provided technical assistance and troubleshooting support to end-users. I also respond to user inquiries and resolve IT-related issues.

I Participated in tasks related to the setup, configuration, and maintenance of IT systems and networks. Troubleshoot hardware and software issues.

I Assisted in designing, coding, testing, and debugging software applications. I Collaborated with the development team to implement new features or functionalities.

Dates July up-to- December 2021: Occupation or position held: clerk

Garissa Teachers Training College (July – Dec 2021)

I handled mail and scheduled appointments. Other everyday duties included collecting information, faxing, scanning, making copies, and data entry.

SEMINARS AND WORKSHOP ATTENDED

Garissa Farmers Network-Exhibition

ABSA- Ready to work program.

EDUCATION BACKGROUND

May 2023 – in progress	: Zetech University, BBIT
Sept 2021 – April 2023.	: Zetech University, DBIT
May 2022 – July 2022	: CCNA, Cyber security
May 2022– Jun 2022	: Jkuat , Certificate in M&E
Dec 2021 – July 2022	: Zetech University, CCNA Certification
Jan 2021 – Aug 2021	: Garissa University , CBM
Jan 2019 - Nov 2019	: Private Candidate,KCSE Certificate
Jan 2006 – Nov 2013	: Killimani Primary School, KCPE Certificate

PERSONAL SKILLS AND COMPETENCES

- Technical Proficiency: I competent in using various software, programming languages, and IT tools relevant to business operations.
- Database Management: I am able to design, administer, and manage databases for efficient storage and retrieval of data
- Attention to Detail: Thoroughness in tasks, ensuring accuracy and precision in coding, data entry, and documentation.
- I am capable of developing, testing, and deploying software applications, potentially using languages like JavaScript.
- Organizational skills: My training as well as previous work experience has equipped me with Competences practical organizational skills, as a team member as well as the team leader
- Social Skills and competencies: I adapt easily to new environments, thanks to my having lived and worked with different peoples and cultures. I am fast in picking local languages and learning the cultures in the process. This helps me to understand and mix well with people from different communities.

- Computer skills and competencies: I have skills in Word, Access, and Excel, etc Artistic skills and competencies: I love sports, am active in football.
- Driving license: I hold a Valid Kenyan driving license Class B

<u>REFEREES</u>

1) AHMED BASHAL FALIR
   FINANCE MANAGER
   GARISSA TEACHERS TRAINING COLLEGE
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2) GIL RUTO
   ICT DIRECTOR
   GARISSA UNIVERSITY
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