

## EMANUEL KIMINDU

ICT Specialist | Software Developer | Data Analyst | Cisco Networking Support Technician

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### PROFESSIONAL SUMMARY

A versatile and results-driven Computer Scientist with expertise in network administration, Windows Server management, software development, IT support, and data analysis. Skilled in designing, configuring, and optimizing LAN/WAN networks, managing Windows Server environments, and ensuring seamless connectivity, security, and performance across IT infrastructures. Adept at developing robust and scalable web applications, translating business requirements into user-friendly solutions, and implementing cybersecurity best practices. Proficient in Microsoft 365 administration and IT security, with a passion for leveraging technology to enhance business efficiency and innovation. A problem solver and collaborative team player, dedicated to optimizing IT operations, strengthening network systems, and delivering reliable technical support in dynamic environments.

### KEY SKILLS AND COMPETENCIES

- **Network Engineering :** Cisco-certified in LAN/WAN management, VPNs, DNS, DHCP, and network infrastructure design, device configuration, and performance optimization.
- **Web Development:** Proficient in full-stack technologies (HTML, CSS, JavaScript, Python, PHP, React, Git, REST APIs) with experience in scalable web and desktop applications.
- **Windows Server Administration:** Skilled in Windows Server 2022, Active Directory, Domain Services, Group Policies, and enterprise IT management.
- **Database Management:** Experienced in MySQL, Advanced Excel, Kobo Collect, and data visualization.
- **Microsoft 365 Administration & ICT Support:** Proficient in Office 365 tools, system troubleshooting (CompTIA A+), and Windows/UNIX environments Fundamentals.
- **Graphics Design:** Skilled in Photoshop, Illustrator, Canva, and branding materials.
- **Training & Empowerment:** Experienced in ICT training and Ajira digital skills programs.
- **Soft Skills:** Strong communication, problem-solving, leadership, and adaptability

### WORK EXPERIENCE

#### Information Technology Officer -Lifecare Hospitals - Makindu | November 2024 – April 2025

- **Network Infrastructure Set-up & Administration:** Designed, built, and managed LAN/WAN networks, ensuring 30% improved connectivity. Configured routers, switches, access points, fiber & Ethernet cabling, and SOPHOS firewalls.
- **System Performance & Troubleshooting:** Conducted system checks, resolved hardware/software issues, and provided first-line technical support across departments reducing downtime by 40%.

- **Microsoft Office 365 Administration:** Managed **Outlook, Teams, OneDrive**, and other Office 365 applications to improve workflow.
- **IT Security Management:** Implemented **firewalls, antivirus software, biometric access systems**, and IT security controls to safeguard hospital data.
- **Documentation & Asset Management:** Maintained **IT asset records**, liaised with vendors, and ensured compliance with IT policies.
- **QMS, PMIS & HMIS Setup and Administration:** Configured and managed Queue Management, Patient Systems, and Health Information Systems, improving service delivery by 25%.
- **Customer Feedback System Management:** Analysed user feedback to enhance customer satisfaction and process improvement.
- **CCTV Management & Monitoring:** Installed, configured, and monitored CCTV systems, improving security by **30%**.

#### **Assistant Centre Manager -Ajira Volunteer Champion**

##### **Ajira Youth Empowerment Centre (AYEC), Kibwezi West | June 2024 – October 2024**

- Delivered ICT training to over 300 youth on Web Development, Data Analysis, Graphics Design, and Programming.
- Managed centre operations and mentored attachés for professional growth.
- Provided LAN setup, hardware/software configurations, and technical support.
- Led data analysis & reporting, improving program efficiency.
- Developed ICT curriculum and digital empowerment strategies
- Leveraged data insights from training sessions to refine program strategies and enhance effectiveness.

##### **ICT Attaché- NG-CDF Kibwezi West Headquarters | May 2023 – July 2023**

- Configured and maintained computer hardware, network devices, and software applications.
- Managed and analyzed large datasets for bursary allocations and tenders, ensuring accuracy.
- Conducted system checks and troubleshooting, minimizing downtime.
- Installed and managed LAN infrastructure, improving network efficiency.

##### **Independent Electoral and Boundaries Commission of Kenya – Administrative Clerk / August 2022**

- Operated biometric systems kits for voter identification and verification during general elections

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### **EDUCATION**

**Egerton University (2020 – 2024) -BSc. Computer Science | Second Class Honours (Upper Division)**

**Dawamu School (2019) - KCSE: B+ (73 Points)**

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## **KEY PROJECTS**

### **CDF Mkononi Desktop Application**

- **Description:** A desktop platform for accessing Constituency Development Fund services, including bursary, job, and tender applications. Promotes transparency, accountability, and citizen participation through real-time tracking.
- **Technologies:** HTML, CSS, JavaScript, PHP, SQL, Bootstrap, REST APIs.
- **GitHub:** [https://github.com/Mannuh77/cdfmkononi\\_site.git](https://github.com/Mannuh77/cdfmkononi_site.git)







### **Kibwezi West Constituency Bursary Application System**

- **Description:** A web-based system to streamline bursary applications, enabling residents to register, apply, and track statuses online. Enhances transparency and operational efficiency.
  - **Technologies:** HTML, CSS, JavaScript, PHP, SQL, REST APIs.
  - **GitHub:** <https://github.com/Mannuh77/BursaryApplicationSystem.git>
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## **CERTIFICATIONS**

- **Cisco Certified:** Support Networking Technician, Network Addressing & Routing , Devices configuration, Data Science.
  - **Ajira Digital Program Kenya:** Digital Marketing, Cybersecurity, Graphics Design.
  - **Udemy:** Advanced Data Analysis with Excel.
  - **USAID:** Business Administration.
  - **Alison Academy** – CompTIA A+ 1000
  - **Brighter Monday Kenya-** Soft Skills
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## **References**

- **Mr. Daniel Muia**  
Centre Manager, Ajira Youth Empowerment Center Kibwezi West  
Chairperson – Ajira Digital Program, Makueni County, KENYA.  
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- **Mr. Japheth Ngui**  
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