

VINCENT MISIGO

CONTACT

- 0797833171
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- Nairobi

EDUCATION

2020-2025

UNIVERSITY OF NAIROBI

- Bachelor of Arts in Anthropology

2024-2025

CONFUCIUS INSTITUTE

- HSK Chinese

SKILLS

- Account Coordination & Customer Service
- Sales & Relationship Management
- Communication & Public Relations
- Time Management & Critical Thinking
- Team Leadership & Collaboration
- Microsoft Office & Basic Excel

LANGUAGES

- English: Fluent
- Kiswahili: Fluent
- Chinese: Intermediate

PROFILE SUMMARY

Resourceful and adaptable professional with a background in sales, teaching assistance, and customer service. With a keen understanding of consumer behavior, developed through both academic study in anthropology and practical experience in sales and brand promotion, I bring a strong ability to manage relationships, solve problems, and contribute to business growth.

WORK EXPERIENCE

University of Nairobi

2025 - PRESENT

Halls custodian assistant officer

- Facilitated smooth onboarding for students by maintaining a friendly, inclusive environment.
- Supported administrative functions and event room setups, ensuring facility readiness and organization.

St Kizito Shanjetso school

2023-2024

Assistant Teacher

- Maintained student records and progress reports with precision—skills easily transferable to account tracking.
- Provided tailored support to students, demonstrating patience, clarity in communication, and team collaboration.

Brand ambassador

2023-2024

Sales and marketing agent at
Telkom Kenya

- Promoted new products, increasing customer acquisition through product demonstrations and persuasive communication.
- Gained practical experience in consumer engagement, tracking leads, and closing sales.