

CURRICULUM VITAE

Full Name: Benjamin Juma
Mobile Numbers: 0719628934
Email: benjaminjuma512@gmail.com
Location: Nairobi, Kenya

Professional Profile

Motivated and dependable individual currently pursuing a degree in Communication and Public Relations. Demonstrates excellent interpersonal skills, a respectful attitude, and the ability to adapt easily in different work settings. Known for being neat, quick to learn, and able to support team efforts across various responsibilities.

Education Background

Year	Institution	Qualification
2023–2027	Karatina University	Bachelor of Communication & Public Relations (<i>Ongoing</i>)
2019–2022	St. Augustine Sirima Secondary School	Kenya Certificate of Secondary Education (KCSE)
2015–2018	Thingithu Primary School	Primary Education – Class 5 to Class 8
2011–2015	DEB Primary School	Primary Education – Class 1 to Class 5

Core Skills

- Clear and polite communication
- Team cooperation and reliability
- Fast learner and good listener
- Time management and task organization
- Ability to follow instructions
- Attention to detail and neatness
- Respectful and professional behavior

Additional Strengths

- Neat personal presentation
- Calm and courteous under pressure
- Willing to take on new responsibilities
- Capable of working with minimal supervision
- Comfortable interacting with team members and customers

Language Proficiency Level

English Fluent

Kiswahili Fluent

Referees

Name	Profession	Contact	Email
Mangoye Juma Benjamin	Lecturer	0719628934	Benjaminjuma512@gmail.com
Cynthia Kiboi	Lecture	0769670066	Kiboicynthia40@gmail.com