



NDERITU MICHAEL

Statistician | Data Analyst | Risk
Management | M & E

Contact

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Email

michaelnderitu746@gmail.com

Address

Lower Kabete, Kenya

Education

Bachelor of Science in Statistics

University of Embu
2017 - 2021

ST MARY'S KARUMANDI HIGH SCHOOL

KCSE
2013 - 2016

Skills

- Planning Strategies
- Performance contract
- Problem-Solving
- Time Management
- Statistical programming
- Report writing
- Communication skills

Language

- English
- Kiswahili

Professional Experience

Intern

KENYA MEDICAL PRACTITIONERS AND DENTISTS COUNCIL

2024

-

2025

- Managed and updated practitioner and facility records using the Human Resource Information System (HRIS).
- Assisted in developing online tools for departmental data collection and analysis.
- Handled reception duties, client registration, and inquiries using the Visitors Management System.
- Supported staff performance appraisal and contract preparation, including uploading to the Government PC Information System.
- Conducted data cleaning, longlisting support, and minute-taking during Public Service Commission evaluations.
- Participated in research and benchmarking for the review of recognized medical specialties and subspecialties to inform policy and regulatory updates.

2023

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2024

Intern Cohort 5

PUBLIC SERVICE COMMISSION

- Supported the preparation and review of the Corporate Strategic Plan and departmental policies.
- Assisted in coordinating performance management processes across all Directorates and Departments.
- Linked performance contract indicators with strategic objectives and supported their cascading and implementation.
- Monitored and evaluated departmental performance, contributing to quarterly and annual performance reports.
- Liaised with HR on staff appraisals and supported the development of national guidelines on performance contracting.
- Contributed to budgeting proposals and collected statistical data for reporting on programs and projects.
- Managed the Visitor Management System and conducted database cleaning to ensure accuracy.

2017

-

2019

Intern

Thuiya Enterprises

- Developed efficient book-keeping records for monthly stock evaluation using Excel software. • Focused on profit maximization through multifaceted business approaches.
- Controlled tents and chairs booking using online Google sheet excel for data recording for the client's details, the person delivering, mode of payment, and return date.
- Online marketing, reaching out to online clients and ensuring delivery is done on time



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PROFESSIONAL MEMBERSHIPS

Member, Society of Social Kinetics (SSK) Membership

No.: 2486395

QUALIFICATIONS

- Certified R Software certification.
- Certified Time series analysis in R and Basics of Explanatory data analysis.
- Certified fundamentals of digital marketing certification.
- Certified IBM SkillsBuild. Working in a digital world: Professional Skills certification.
- Certified First Aid and Fire Safety Certification.
- Certified Healing the Emotional hurts of life
- Certified Risk Management

REFERENCES

MR DOMINIC MAROKO OUMA
Principal Planning Officer/ KMPDC

Phone: 0716810564

Email: m.ragwanda@kmpdc.go.ke

Dr. STEPHEN MUGO
Director/ Thuiya Ent.

Phone: 0723621909

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PASTOR SARAH IKIARA
Senior Pastor/
Deliverance Church
Leiser Hill

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Natural Resource
Management
Consultants &
researcher

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