+254791909658 | maureennjeri118@gmail.com https://njeri254.github.io/portfolio/ https://www.linkedin.com/in/maureen-njeri-9832b7162

Nairobi, Kenya

#### Skills

- ✓ Web Design and development (HTML, CSS, JS, PHP)
- ✓ SQL (SQL Server, MySQL, PostgreSQL)
- ✓ Data Mining (Pandas with Anaconda, Jupyter)
- ✓ Excel (Conditional Formatting, Pivot Tables)
- ✓ Google Analytics
- ✓ WordPress

# **Projects**

Web Development and Maintenance - Client Project, Busia, Kenya

January 2023 - Date

- Utilized HTML, CSS, JS, PHP, SQL to design (<a href="https://iamasermon.org">https://iamasermon.org</a>) for a
  Charity organization, I am a SERMON.
- Maintained the website using cPanel for overall analytics, database configuration and regular updates using SQL and PHP.
- Created forms that record information taken from users and sends them to custom made emails with autoresponders.
- Utilized PHP as a secure mode of collecting data inputted by users to our database.
- Used PHP and SQL to create a workable log in and sign-up authentication page that takes a user to the user profile.

January 2024

- Utilized SQL to extract data from different related tables from databases using
   JOIN, UNION and VIEW.
- Transformed and filtered functions to improve on reports.
- Visualized data with **Python** to identify the number of deaths and recoveries that can help to improve performance.

## **Work Experience**

**Web Developer – I am a SERMON (Charity Organization)** 

January 2023 - Date

- General design and website management (https://iamasermon.org)
- Monitoring website using Google Analytics.
- Optimization of the website using SEO tools both on page and off page.

Web Developer Intern – I am a SERMON (Charity Organization)

September 2022 – December 2022

- Creating a web layout that is user friendly.
- Creating awareness for the Company across the County.
- Making public awareness of the company by creating flyers, making business cards and ensuring smooth functions in the Organization.
- Ensuring the offices and IT systems both hardware and software are well maintained.

**Census Enumerator** – Kenya National Bureau of Statistics

May 2019 – August 2019

 Collecting, compiling, analyzing, publishing, and disseminating statistical information for public use.

 By carrying out Housing and Population Census every ten years, the company maintains a reliable and comprehensive database for the whole population of all Kenyans in the Country, their occupations and livelihoods.

**Operations Manager and Volunteer – I am a SERMON (Charity Organization)** 

October 2018 – Date

• Responsible for day-to-day operations, identifying resources and achieving the organization's goals.

• Manage quality assurance programs and strategize process improvements.

## **Education**

**Bachelor of Business and Information Technology** –KCA University | Nairobi, Kenya September 2017 – December 2022

<u>Majors:</u> Business Analytics and Accounting, Supply Chain Management, Software Development.

Certificate in Computer Studies – Multimedia University | Nairobi, Kenya

May 2017 – August 2017

Majors: Basic Computers studies, Microsoft Office.

Kenya Certificate of Secondary Education – Batian Christian School | Dagoretti

January 2013 - December 2016

Kenya Certificate of Primary Education – Madaraka Primary School | Nairobi, Kenya

January 2005 – December 2012

#### Referees

I am a SERMON (A Charity Organization)

P.O.BOX 659-50400

Rev. Philip Huru (Director)

Cell: +254718 042 052

Email Address: <u>director@iamasermon.org</u> | <u>phlphuru@gmail.com</u>

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