

# BENARD ODERO

## Contact Information

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📍 **NAIROBI, KENYA**

## Hard Skills

- Network installation expertise, including wired and wireless systems, with skills in simulation and monitoring.
- Hardware and software lifecycle management.
- Web development with HTML, JavaScript, and CSS.
- Advanced proficiency in Microsoft Office Suite and Google Workspace.

## Soft Skills

- Critical Thinking
- Problem Solving
- Communication Skills
- Leadership & Team work

## Education

- NYS Engineering Institute  
**Diploma in ICT**  
Completed 2024
- Sports for Social Impact  
**Certificate in sports for social impact**  
Completed 2016
- Bujumba Boys High School  
**KCSE, Scored C (Plain)**  
Completed 2016
- Burumba Primary School  
**KCPE, Scored 349**  
Completed 2012

## CAREER OBJECTIVE

To leave an intelligible mark in business, institutions, and technology acumen regionally and internationally in personality and performance.

## PERSONAL PROFILE & TRAINING

I am a confident IT professional with a proven track record in managing networks and IT infrastructure. I can troubleshoot hardware and software issues and deploy innovative solutions to enhance efficiency. I have excellent interpersonal skills that enable me to interact with many clients.

In the year 2020 November, 20th, I joined **National Youth Service (NYS)** as a Serviceman for the initial Paramilitary Training for six months, which covered the following disciplines:

- a) Survival skills
- b) Foot drills and Duties
- c) Firefighting
- d) First Aid
- e) National Youth Service Act
- f) Physical Training
- g) Counter Terrorism
- h) Disaster Management
- i) Public relations and communications
- j) Guidance and Counselling

In the year 2021 April 29th: Took part in a six-month plan Taekwondo Basic Skills Course, Grade Test **YELLOWBELT** held at NYS Gilgil Training College.

In 2016 February, 26th: Participated in 21 Hours Training by COACHES ACROSS CONTINENTS - GLOBAL LEADERS IN SPORT FOR SOCIAL IMPACT – THE HAT-TRICK INITIATIVE.

## SPORT FOR SOCIAL IMPACT:

- ✓ Skills for Life promoting Self-Directed Learning
- ✓ Health and Wellness including HIV behavior change
- ✓ Female Empowerment including gender equity
- ✓ Conflict Prevention including social inclusion
- ✓ Childs Rights Education
- ✓ Women's Right Policy Education
- ✓ Sport for Fun

## PROFESSIONAL EXPERIENCE

### **Freelance Computer Systems troubleshooting**

2020– Present

#### **Key Tasks:**

- Disk management - optimization, partitioning, formatting, and recovery.
- Installing Windows operating system.
- Installing a wide range of computer software.
- Malware and virus removal.
- IT Consultation.

### **National Transport and Safety Authority – NTSA (316 Chambers - Nairobi)**

JAN, 2024 – APRIL, 2024

**ROLE:** Information Communication Technology (ICT) Support Staff

- IT User Support
- Network setup, Administration and Configuration
- Computers System upgrade, repair, maintenance, and software installations
- Training New Users on existing systems.
- Data and Documents Management
- Installation and setting up applications for online meetings

### **State Department of East African Commission – MEAC (Cooperative House - Nairobi)**

DEC, 2023– JAN, 2024

**ROLE:** Information Communication Technology (ICT) Support Staff

- IT User Support
- Network setup, Administration and Configuration
- Computers System upgrade, repair, maintenance, and software installations
- Training New Users on existing systems.
- Data and Documents Management
- Installation and setting up applications for online meetings

### **State Department for immigration and citizen services (Nyayo House - Nairobi)**

JAN, 2023– APRIL, 2023

**ROLE:** Information Communication Technology (ICT) Support Staff

- IT User Support
- Network setup, Administration and Configuration
- Computers System upgrade, repair, maintenance, and software installations
- Training New Users on existing systems.
- Data and Documents Management
- Installation and setting up applications for online meetings

## OTHER EXPERIENCE

### **National Youth Service (Mechanical and Transport Branch)**

2021 - 2022

ROLE: General National Service

- Crowd control
- Security Guard and other related duties
- Office Assistance

### **Airtel Network, RAO Agencies – Busia Branch**

2018 - 2020

ROLE: DSA – Distribution Sales Agent

- Stock order and activation (Scratch cards)
- Organize morning routine and work plan for other DSAs
- Stock Issue
- Customer Credit Distributions.
- Stock receipt and sales analysis
- Cash receipt and banking.

### **Greenlight Planet Limited (Sunking Solar) – Busia Branch**

2017 - 2018

ROLE: Shop Attendant

- Stock receipt and tracking
- Product sales, Activation, and replacement
- Monthly product report

## **AWARDS**

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Received a certificate of Recognition from Bujumba Boys High School for serving on the prefect board as Head Student in the year 2015/2016.

Received a certificate of participation for participating in the 54th National Kenya Science and Engineering Fair held in Bishop Gatimu Ngandu Girls High School Nyeri County.

Received a congratulatory Merit Certificate from **GREENLIGHT PLANET LIMITED** as the best performing **ENERGY OFFICER (EO)** in the year 2017.

In the year 2021 April 29th: I received a Certificate of Merit from **KENYA TAEKWONDO FEDERATION** for having completed the Grade Test and attained **YELLOWBELT** in six months plan Taekwondo Basic Skills Course at NYS Gilgil Training College.

Certificate of appreciation awarded in the year 2023 from Personal Identification Secure Comparison and Evaluation System (PISCES) for server installations and administration assistance.

## **AVAILABILITY AND SALARY**

Am immediately available, and I will be ready to work with you at your existing salary scale or otherwise on negotiable terms.

## **REFERENCES**

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June Irungu, (Ms)  
**Principal ICT Officer**  
**National Transport & Safety Authority, headquarters**  
**316 Upper Hill Chambers, 2nd Ngong Avenue,**

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**Nairobi, Kenya.**  
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Catherine Mwithiga, (Ms).  
**Ass. Director, HR**  
**State Department for Immigration and**  
**Citizen Services**  
**(Nyayo House – Nairobi)**

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Luke Ngowe, (NYS, C. INSP)  
**Deputy Principal,**  
**National Youth Service Driving School**  
**Mechanical & Transport Branch**  
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