

CURRICULUM VITAE

Personal Details:

Mr. Moses Oiro Okello

P. O. Box 414 - 40100 Kisumu

ID No. 13790590

Email moses.oiro.okello@gmail.com
moiseke@yahoo.com

Tel. 0723865559
0738965309

CAREER OBJECTIVE

Major goal is to disseminate technology, digital information and managing the use of Information Technology.

SKILLS AND COMPETENCES

- Data entry management
- Data Analysis - SPSS
- Programming by use of Visual Basic Programming 6.0, Java, PHP
- Conducting ICT trainings
- Networking Essentials

PROFESSIONAL BACKGROUND:

Maseno University City Campus – SPSS, CCNA Cisco Networking

Kenya College of Accountancy University - Diploma and Higher Diploma in Management Information Systems.

ACADEMIC BACKGROUND

1981 - 1985 M. M. Shah Primary

1986 - 1990 Xaverian Primary School (KCPE)

1991 - 1994 Maseno High School (KCSE)

2010 - 2013 Kenya College of Accountancy University (Diploma and Higher Diploma IMIS)

2013 - 2015 Maseno University, City Campus, Varsity Plaza (SPSS, CCNA Cisco Networking)

WORK EXPERIENCE

Duration: 25th February to 4th March 2013

Employer: Interim Electoral and Boundaries Commission

Title: Presiding Officer – Municipal Works Yard

Duties / Tasks

- ✓ Conducting training on the polling, counting and tallying process of clerks.
- ✓ Collection and ensuring security of all election materials for the referendum.
- ✓ Oversee efficient and effective management of election before, during and after the general election 2013.

- ✓ Ensure the good conduct of elections in the polling station,
- ✓ Counting, tallying and announcement of provisional results in the polling station.

Duration: 27th July 2010 to 5th August 2010

Employer: Interim Independent Electoral Commission

Title: Presiding Officer – Kisumu Town West Constituency – Rota Primary School

Duties / Tasks

- ✓ Conducting training on the polling, counting and tallying process of clerks.
- ✓ Collection and ensuring security of all election materials for the referendum.
- ✓ Oversee efficient and effective management of election before, during and after referendum.
- ✓ Ensure the good conduct of elections in the polling station,
- ✓ Counting, tallying and announcement of provisional results in the polling station.
- ✓ Return all polling materials (used and unused) to the returning officer immediately after the referendum

Duration: June (2010) to December (2010)

Employer: Otieno Odongo & Partners - Head

Office

Title : Computer Aided Design operator

Duties / Tasks

- ✓ Nzoia irrigation project (Marketing of produce report)
- ✓ Cartography – Digitizing maps / digital mapping

Duration: March (2010) to May (2010) Employer:

Interim Independent Electoral Commission

Title : Head Registration Clerk – West Kajulu Ward

Duties / Tasks

- ✓ Distribution of voter registration materials
- ✓ Marking of duty roster roll
- ✓ Coordinating clerks in polling stations and registration centers
- ✓ Quality Assurance
- ✓ Writing reports

Duration: August (2009) to February (2010)

Employer: Otieno Odongo & Partners (Chemususu Dam
Project)

Title : IT Support staff

Duties / Tasks

- ✓ Connecting and maintaining computer units
- ✓ Installing software
- ✓ Receiving and sending electronic mail
- ✓ Taking still digital photos

Duration: March (1995) to September (1996)

Employer: Otieno Odongo & Partners (Kiambere Water Supply Project)

Title : Radio Call Operator

Duties / Tasks

- ✓ Coordinating mobile vehicle units attached to field

REFEREES

- | | |
|--------------|--|
| 1. NAME | Mr. Michael Ochieng' |
| ROLE | Information Technology Tutor |
| ORGANISATION | Maseno University Information Technology & Enterprise Centre |
| ADDRESS | P. O. Box 3275 – 40100 Kisumu |
| EMAIL | ochieng@maseno.ac.ke |
| TELEPHONE | Tel. 254722101761 |
| 2. NAME | Mrs. Jacqueline Osiemo |
| ROLE | Constituency Elections Coordinator |
| ORGANISATION | Interim Independent Electoral Commission |
| ADDRESS | Kisumu Town East Constituency |
| TELEPHONE | Tel. 254729934824 |
| 3. NAME | Mr. Patrick Oduk |
| ROLE | Senior Lab Technician |
| ORGANISATION | Otieno Odongo & Partners |
| ADDRESS | P. O. Box 54021 – 00200 Nairobi |
| TELEPHONE | Tel. 2547219477656 |