

CURRICULUM VITAE

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PROFILE SUMMARY

I am result-oriented ICT professional with proficiency in Computer Network, Office suites with advance knowledge working with Ms. Excel and Ms. Word, Also I have knowledge in various Digital Marketing, programming languages like Python programing, Visual Studio, and Database applications (My SQL). In addition, I have vast knowledge in Data analysis with SPSS, STATA and R-Programming. Having been in both the Service industry and education, I am seeking to work in a positively challenging environment to further enhance my skills. I am innovative, and I believe in working smart to achieve organizational goals.

PROFESSIONAL SKILLS

- Possess good communication skills, both spoken and written
- Highly organized with time management skills
- Attentive to details, accurate, and a keen observer
- Proficient in computer applications
- Excellent team working skills, organizational and social skills
- Data analysis & analytics
- Adaptability

Institute of Advanced Technology

ICT TRAINER- 01/02/2022 to Date:

My duties included;

- Keep accurate up-to-date registers of all classes in the faculty
- Training on ICDL- (International Certificate on Digital Literacy)
- Liaise with Centre Manager on material and equipment procurement
- Assist the team to market the College.
- Setting and marking exams
- Oversee student project implementation
- Installing, maintaining, and repairing hardware & software components of the organization's computers

Wells Oil Ltd group of companies

SYSTEM ADMINISTRATOR - November 2015 – October 2018

My duties included;

- Monitoring systems performance
- Monitoring network communication
- Oversee installation and configuration of new branches
- Repair and maintenance of ICT equipment's
- Software installation
- Create file systems
- Staff support
- Create a backup and recovery policy
- Keeping records of all ICT equipment

EDUCATIONAL BACKGROUND

- **Wezesha Innovation Foundation-** Android Development, Java and Python Programming: March 2023 to Date
- **Institute of Advance Technology (IAT):** Data Science: Jan 2022: Dec 2022
- **Kisumu National Polytechnic-** Diploma in Information Communication Technology (ICT): 2012-2014
- Kenya certificate of secondary education- 2003-2007, B-
- St. Koru Primary School- Kenya Certificate of Secondary Education 313/500

Trainings Attained:

- **CompTIA A+:** Self learning
- **CompTIA S+:** Self-learning
- **Online Essentials and Collaboration;** Self Learning
- **Google Digital Skills, Digital marketing, Online Marketing, Public Relation and customer relation:** Google Online Courses
- **Life Skills:** Life Skills Promoters/KEPSA
- **Supervisory Skills Development Programme:** - Acurex Leadership and Management consultants

Hobbies/Interest

- Information Technology Trends
- Traveling
- Reading
- Socializing

REFEREES

1. Vivia Awinja Ingati

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