VICTOR KIPTOO RONO

Contact

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Skill Highlights

- Active Directory
- DNS
- DHCP
- Routing and Switching
- Microsoft Windows Server 2012 R2
- Microsoft Exchange 2013 server basics.
- Windows 7, 8.1 and 10 operating systems
- Intermediate level PowerShell scripting and bash scripting.

Languages

English – Fluent
French – A2 (Elementary)
Kiswahili -Fluent

Referee

1. Mr. Martin Odhiambo
Senior ICT Officer,HELB
0720-447-183,
Modhiambo@helb.co.ke

2. Tonny Kamuti
ICT Officer,
Management Africa
University,
0715-151-720,
tonnykamuti@gmail.com

3. Benjamin Makau,
ICT Officer,Kirvam International,
0711-136-870
makaubenjamin.mwanzia@gmail.com

Summary

I am a young IT undergraduate intending to continue my development as a networks and systems engineer. I am very passionate about IT coupled with a proactive attitude and finding positive ways to engage with people constructively.

Experience

- ✓ **ICT Assistant at Europa Healthcare LTD (01/02/2022 to Date).**
- ✓ Provide 1st level end-user support and on-site Help desk. Manage and maintaining of all organization s ICT assets.
- ✓ Administration of organization s systems i.e SAP, Time attendances, CCTV, VoIP Phones & IP PABX, Email- G-Suite, Outlook, Server 2012R2
- ✓ Network administration and maintenance i.e IPs, LAN, Wireless, switches, routers
- ✓ Updating ICT inventory.
- ✓ Software installations i.e Windows OS, MS Office, Drivers.
- ✓ Updating Website.
- ✓ Data backups – Microsoft SQL Server 2014
- ✓ Printer management i.e. Installed, configuring and administration Kyocera printer
- ✓ Maintain and administration of information security system i.e Firewall and Kaspersky.

- **ICT Expert at Kirvam International LTD (01/02/2021 to Date).**

- ✓ Troubleshooting, analyzing and repairing problems of computer elements such as desktop computers, laptops and various components/peripherals of an IT network.
- ✓ Performing computer installation and operating system configuration in designated networks i.e Ubiquity Access point, TP link.
- ✓ Verifying application results by conducting system Audit of technologies implementation.
- ✓ Preserves assets by implementing Disaster Recovery and backup procedures and information security and control structures.
- ✓ Develop and Implement of Information strategies, policies and procedures.
- ✓ Maintains organization's effectiveness and efficiency by defining, delivering, and supporting strategic plans for implementing information technologies.
- ✓ Provide 1st level end-user support and on-site Help desk.

- **ICT Support Assistant at Exact-Timer ICT Solution.**(23/07/2019 to 28/01/2021).

- ✓ Installed, configured and replaced hardware and software components on user PCS.
- ✓ Network configuration and maintenance.
- ✓ Configuring and administration office 365 email Addresses.
- ✓ Server configuration and management.
- ✓ Active directory configuration and maintenance.
- ✓ Installed, configuring and administration of MyQ Kyocera printers.

Experience

- ✓ Liaise with service provider's i.e Internet providers, office 365 exchange
- ✓ General office Operations.
- **IT Intern at the Higher Education Loans Board (HELB)** (17/01/2019 – 17/07/2019)
  - ✓ Deployed, maintained and troubleshooted PCs, Laptops, Cisco IP phones, Printers and Ipads.
  - ✓ Installed, configured and replaced hardware and software (Kaspersky NetAgent and Endpoint security, Microsoft AX, Office 365) on users' end devices.
  - ✓ Provided on-site Help desk and user support.
  - ✓ Computer hardware & software Specifications,installation and maintenance.
  - ✓ Network configuration and maintenance.
  - ✓ Operationalization of Information Systems i.e Intergrated Finance Management Information Systems(IFMIS),GPAY and IPPD.
  - ✓ Updating and maintaining ICT asset Inventory.
  - **IT Attachee for the completion of the university degree at the County Government of West Pokot** (9/10/2017– 15/12/2017).
  - ✓ Installed, configured and replaced hardware and software components on user PCS.
  - ✓ Network configuration and maintenance.
  - ✓ Operationalization of Information Systems i.e Intergrated Finance Management Information Systems(IFMIS),GPAY and IPPD.
  - ✓ Configuring County Email Addresses.
  - ✓ Website updating.
- **IT Attachee for the completion of the university degree at the County Government of Elgeyo Marakwet County Government** (16/05/2016– 12/08/2016)
  - ✓ Provided on-site Help desk and user support.
  - ✓ Computer hardware & software Specifications,installation and maintenance.
  - ✓ Network configuration and maintenance.
  - ✓ Operationalization of Information Systems i.e Intergrated Finance Management Information Systems(IFMIS),GPAY and IPPD.
  - ✓ Updating and miantaining ICT asset Inventory.

Education

- **Bachelor of Science in Information science (Information Technology)**. Graduated from the Rongo University on 14th December 2018 with a 2nd class upper division. (Between 2014-2018).

- **Certificate in Computer Studies (Computer Packages).**
  Graduated from Alphax training college with Distinction. (Between May- September 2014).

- **Kenya Certificate of Secondary Education(KCSE).** Soy Secondary School with B Plain. (Between 2010-2013).

- **Kenya certificate of primary Education(KCPE)**. Kamariny Primary School with B plain. (Between 2001-2009).

Certifications

- Currently studying for the **CCNA**