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| **This must be received by secretariat on 18th of each month**  https://digitalent.go.ke/static/new/images/ICTA-Logo.png  **PDTP COHORT IX ATTENDANCE SHEET-PUBLIC SECTOR Org.** | | | |
|  | **Name of organization** | **Agricultural Finance Corporation** | |
| **No** | **Name of Intern(s)** | **Project/ Attachment/ Assignment** | **Days Attended for**  **18th Jan 2025-17 Feb 2025** |
| 1. | Sarah Mueni Mutambu | * Learned SQL for database management. * User management and rights issuance on the AFC systems. i.e Fitness and BR Net. * Performed IPRS checks for loan applicants. * Updating clients’ database. * Attended to daily user support from different departments and branches. * Windows installing and workstation set-up for users. * Performed end of day backups and transferred the backups to external drivers. * Performed backup restore and integrity checks for databases. | 22 Days |
| **2.** | Catherine Wambui Kabura |  Addressed user inquiries and provided solutions.   Transcribed testimonial videos accurately.   Managed data entry and organization.   Designed graphics for the weekly newsletter.   Collected and organized data for AFC projects. | 22 Days |

**Supervisor Name:**

**Date:**

**Signature:**