Francis Ndirangu Thige

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Personal statement

I am conscientious and professional personal assistant with extensive experience in administration, programming, currently seeking for Job position in your Organisation. A highly organised and work under minimal supervision approach to projects has yielded excellent results. Recent achievements with my former employer include the implementation of an innovative android for Balloon volunteer's organisation.

Key Skills

- Android application development and Java programming.
- Programming Experience –C/ C++, JavaScript PHP, HTML, CSS and Web Development.
- Software development.
- Graphics designing
- Database: Well versed with database management systems - MySQL
- Server Administration.
- Networking: Switches, Routers, firewalls, LAN/WAN, cables termination, TCP/IP
- Excellent problem solving, technical, interpersonal, and communication skills with a
- strong entrepreneurial drive.

Employment History

Information Technology Assistant (Internship**), Gong Hills Hotel, Nairobi**
(October 2016 – February 2017)
Achievements and responsibilities:
- Backup of database.
- Running audit and troubleshooting system failure.
- Help the staff in case of internet issues and configuring routers.
- Graphics design.
- Update Ngong hills hotel website.

Android Developer, Balloon Venture (UKaid from British people)**, Njoro**
(May 2016 – Jan 2017)
Achievements and responsibilities of the App:
- Implemented action at home to bring innovation in the organisation.
- Reduced diary conflicts within the team leader and volunteer due lack of having information is expected.
- Having Financial guide, resulting in greater ease of access and a more time-efficient.
- Helped provide a safer workplace by having all the information in the App.

Enterprise fellowship (volunteer), Balloon ventures (UKaid), Njoro Town
(May 2016 – August 2016)

Achievements and responsibilities:

- Presenting a professional training to entrepreneurs in Njoro.
- Networking and gaining more skills.
- Organising meeting to meet entrepreneurs.
- Learning to be active citizen.

Developing website, Sparkle investments group, Nairobi
(May 2016)

Achievements and responsibilities:
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- Marketing them online using social media platforms e.g. Facebook
- Offering maintenance for the Website.
- Design and developing the website

Assistant System Administrator (Internship), Skysys Solution Services, Nairobi
(May 2015 – July 2015)

Achievements and responsibilities:
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- Involved in one project where I was offering technical assistance (DGN Kenya),Ethernet and system installation
- Design and web development.
- Software development.
- Design and developing the website

Education

Kenya Institute of Information and Technology
(September 2004 – June 2006)

A-levels**:**
- Certificate in android application development.

South Eastern Kenya University
(January 2012 – June 2016)

A-levels**:**
        Bachelor of Science in Computer Science
    Attained: Second Class Honors, Lower Division

Kenyatta University
(September 2014 – June 2015)

A-levels**:**

- CCNA 1&2 Certification.

Mathakwaini Secondary School
(January 2007 – November 2010)

Kenya Certificate of Secondary Education (KCSE),
Attained: Grade B-.

Karigui-ini Primary School
(January 1997 – November 2006)

Kenya Certificate of Primary Education (KCPE)
Attained: Grade B-

Hobbies & Interests

I am involved in a local non-government organisation to help out society grow, where I volunteer as a entrepreneur trainer for three months and helped them implement growth of their business in Njoro town. I also play Volleyball and badminton on my leisure time.

References

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(a)Mr. Obwaya Mogire,
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(b) Dr. Lazarus K. Ngari
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