

ABOUT ME

I am an accomplished and results-oriented individual with business experience in a computing environment and a self-taught web developer proficient in HTML, CSS, and JavaScript. I possess basic knowledge of React JS, Java and MySQL. I am currently seeking a new opportunity to develop and expand my work experience and skills, with the potential for growth. I am detail-oriented, organized, and a team player. Passionate about securing an entry-level position in software development, I am eager to help achieve company goals and willing to take on added responsibilities to meet organizational objectives. I am looking for a full-time position that offers professional challenges and allows me to utilize my interpersonal, time management, and problem-solving skills.

PERSONAL ATTRIBUTES

- Strong communication skills and highly motivated, progress-focused ICT professional.
- Excellent time management skills, coupled with a team-oriented mindset.
- Highly flexible and adaptable to changes when they occur.
- Accountable and trustworthy in handling various tasks.
- Eager to learn and constantly seeking opportunities to upskill and stay updated with changing trends.
- Collaborative team player, contributing effectively to any given task.

AREAS OF EXPERTISE & SKILLS

- Strong interpersonal skills with the ability to maintain robust relationships with colleagues.
- Proficient in computer skills and providing ICT support for IT issues.
- Willingness to learn and a team-oriented mindset to achieve organizational goals.
- Effective time management, ready to take on responsibilities aligned with organizational objectives.
- Fast learner, results-driven, and organized, working efficiently in high-performing teams.

PROFESSIONAL EXPERIENCE

SUMMARY

Position	Organization	Employment Date
ICT assistant	Emmeli enterprises	Aug 2022 - Dec 2022
Attaché	Energy and Petroleum Regulatory Authority	August 2023 – November 2023

PROFESSIONAL EXPERIENCE

ICT Assistant

- Reported faults for further action.
- Performed troubleshooting to correct computer hardware and software malfunctions.
- Maintained printers, photocopiers, and other peripherals to ensure service availability.
- Installed and configured computer hardware, operating systems, and applications.
- Assisted in the implementation of computer systems.
- Monitored ICT equipment.
- Undertook basic development of ICT solutions and projects.
- Provided user support and training.

Attaché

- Assisted in customer service at the helpdesk.
- Maintained servers and conducted regular backups.
- Set up CCTV cameras around the company.
- Configured new laptops according to the company's domain.
- Maintained staff laptops, printers, photocopiers, and other peripheral devices.

EDUCATION

2021- 2024: Diploma in information Communication Technology, Meru National Polytechnic

2017-2021: Kenya Certificate of Secondary Education, Kanyakine High School

CERTIFICATIONS & MEMBERSHIPS

- Kizo boot camp for the disruptive digital decade- kizo 3.
- Florence academy first aid e-learning training certificate.
- PLP Hackathon for Web Technologies.

REFEREES

1. CHRISTINE MIRIKO

FOUNDER & CEO EMMELI ENTERPRISES

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2. SAM GITONGA

SOFTWARE DEVELOPER, ENERGY AND PETROLEUM REGULATORY AUTHORITY
(EPRA)

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