

CURRICULUM VITAE

PERSONAL DETAILS

Name: Aruwa Shirlene Nait
Gender: Female
Email shirlruwa@gmail.com
Languages: Fluent in English and Kiswahili.
Phone No: 0718279490

PERSONAL ATTRIBUTES

I am a hardworking and flexible candidate with great interpersonal skills and a fast learner.

ACADEMIC BACKGROUND

St. Pauls' University

YEAR 2018 – UP TO DATE: Bachelors of Business Information Technology

YEAR 2017 – 2018: Certificate attained: Diploma in Business Information Technology

Institute of Advanced Technology

YEAR 2017 – 2017: Certificate in International Computer Driving License (ICDL)

St George's Girls' Secondary school

2013-2016: Kenya Certificate of Secondary Education

Rockfields Junior School

2006-2012: Kenya Certificate of Primary Education

Work Experience

2019: Kenya National Bureau of Statistics

Position: Enumerator

Duties and Responsibilities

- Identified boundaries for the Enumeration Area assigned, locating all structures and visiting every household to list all the usual members in the Enumeration Area before the enumeration exercise.
- Ensured all the necessary materials to be used for enumeration are available before the exercise commenced.
- Administered all questions and recorded responses on all persons who spent the night of 24th/25th August 2019 in each of the households in the assigned Enumeration Area.
- Obtained complete and accurate answers and capturing them correctly during the enumeration exercise.
- Forwarded all equipment and questionnaires, maps, notebooks and any other materials as directed to the Content Supervisor after the enumeration exercise.
- Undertook all other duties assigned by my Content Supervisor.

REFEREES

1. Madam Olympia Karimi Njue
Curriculum Support Officer of TSC
Teachers Service Commission
olympianjue@gmail.com
0722880521
2. Mr. Thomas Akendo
Chairman
Subcounty Peace Committee Embakasi
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3. Madam Pawlyne. A. Amolo
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