**CURRICULUM VITAE**

**PANDE STACY MONICA**

**P.O. BOX 7465 - 00300, NAIROBI, KENYA**

**Phone: 0745941994**

**Email: stacymonica543@gmail.com**

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| **Bio Data** | **Gender:** Female **Marital Status:** Single **Nationality:** Kenyan  **D.o.B:** 06th November 2001 |

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| **Personal Profile** | I am a hardworking individual who is committed to achieving goals and objectives of institutions. I am seeking a challenging position in an organization that will allow me to display my good problem-solving skills by providing solutions to emerging problems. I endeavor to utilize my skills and knowledge acquired, explore, and build excellent qualities to match the current changes and professional requirements of contemporary companies. More importantly, I intend to serve my prospective employer with diligence and innovation in order to add value to the organization, thus achieving its main vision while attaining personal career goals. |

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| **Education** | |  |  | | --- | --- | | **Jun 2023 - Current** | **Associate Web and Design**  Ujuzi Fursa Africa | | **Sept 2022- 2023** | **Software Development and Design(Web & Android )**  Zalego Academy | | **Feb 2021-2023** | **Diploma in electrical and electronics (telecommunication option)**  Kabete National Polytechnic | | **Jan 2020-May 2020** | **Computer packages**  Africa Institute of Research and Development Studies  Grade Distinction |  |  |  | | --- | --- | | **Jan 2016 – Nov 2019** | **Kenya Certificate  of Secondary Education** | | Nyabururu Girls National School  Grade C+ | | **Jan 2005– Nov 2015** | **Kenya Certificate of Primary Education**  Crystal Hill Academy | |

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| **Experience and**  **Employment** | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | **Jan 2023 - March** | **ATTACHMENT AT KENYA BUREAU OF STANDARDS**  **Worked at Metrology Department** | | **March 2021 – 2023** | **Kenya Writers Academy**  Academic Writer  Content Writer | | **March 2021-2023** | **UPWORK**  Freelancer | | |

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| **Skills and Interests** | * Good interpersonal and communication skills. * Leadership skills. * Exemplary customer service and people skills. * Problem solving skills that lead to feasible resolution for the future. * Passion for success and result-oriented. * Excellent in verbal and written skills. * Punctual and capable of meeting deadlines. * Disciplined and adaptable to diverse environments. * Self-motivated. |

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| **Extracurricular Activities** | * A member of kabete polytechnic Christian union |
| **Referees** | Fred Ang’ienda  Tel. 0721943736  Email: [fredokaka@gmail.com](mailto:fredokaka@gmail.com)  Marikus Reru,  Tel. 0721471523  Email: [marikuspande@gmail.com](mailto:marikuspande@gmail.com) |