Passionate **IT expert** with over five years’ experience in Bar and Restaurant control, web design, IT technical works, and system analysis, offering Cyber security services, Clerical activities, and store management. Well-versed in numerous new technologies and with Strong background in computer hardware and software and end-user support.

EDWARD ORIANGO BOUNDI

**Phone:**

+254720044830

**E-Mail:**

# Experience

**Bar & Restaurant Controller**

## 01/2022 to Date

[edwardoriango@gmail.com](mailto:edwardoriango@gmail.com)

**Linkedin:**

linkedin.com/in/edward-oriango-08a89b106

# Skill Highlights

* Computer skills
* Computer programming
* Analytical thinker and innovator
* Strong decision maker
* Complex problem solver
* Project management skills
* Data management skills
* Ability to work in a team

# Hobbies

**Jenga Jungle Bar & Restaurant – Westlands, Nairobi**

* + Forecast supply and demand to prevent overstocking and running out-of-stock (OOS)
  + Enter purchase details (vendors information, invoices and pricing) into internal databases
  + Place orders to replenish merchandise as needed
  + Track shipments and address any delays
  + Oversee storage of products, particularly of fragile items
  + Evaluate suppliers’ offers and negotiate profitable deals
  + Coordinate regular inventory audits
  + Liaise with warehouse staff and other internal teams to test products’ quality (status upon delivery and storage conditions)
  + Keep updated inventory records (including daily shipments)
  + Ensure purchases do not exceed budget
  + Conduct transfer of merchandise from the store to the bar and restaurant.

Playing basketball

## Follow-Up Clerk & IT Technician

**05/2019 to 05/2021**

Watching Football



Making friends Reading

# Languages

English – Fluent Swahili – Native

## Portsaeed Transport & Building Contracting Co LLC, Dubai

* + Organized and prioritized work to complete assignments in a timely, efficient manner.
  + Receiving orders and keeping records of materials from suppliers.
  + Issue materials to various units, departments, and individuals.
    - Making item requisitions as ordered by various units or individuals.
    - Troubleshooting computer systems and hardware to ensure they are in good working condition.
    - Served as a friendly, hardworking, and punctual employee.

**01/2016 to 12/2018**

**IT Technician**

**Immaculate Conception Boys high School,** Kitale

* + - Installing and configuring hardware and software components for use.
    - Troubleshooting hardware and software issues then perform necessary repairs.
    - Worked well independently and on a team to solve problems.
    - Organized and prioritized work to complete assignments in a timely, efficient manner.
    - Providing end-user support to other employees within the school.

# Education

## Bachelor of Science in Applied Computer Science KISII UNIVERSITY

2012-2015

## Kenya Certificate of Secondary Education (KCSE) ERONGE SDA SECONDARY SCHOOL - (B Plain)

2006-2010

**Kenya Certificate of Primary Education (KCPE) LUKHUNA PRIMARY SCHOOL**

# Courses

1998-2005





## Introduction to Cybersecurity CISCO NETWORKING ACADEMY

08/2020 to 09/2020





# Internships

09/2015 to 12/2015

## Intern

**Kitale National polytechnic,** Kitale

* + - Setting up and configuration of computers.
    - Computer troubleshooting and network configuration.
    - Worked well independently and on a team to solve problems.
    - Served as a friendly, hardworking, and punctual employee.
    - Organized and prioritized work to complete assignments as assigned by supervisors

# References

## Doreen from Jenga Jungle Bar & Restaurant

[@gmail.com](mailto:williamasinde@gmail.com) | +254720294199

## William Masinde from Immaculate Conception Boys High school

[williamasinde@gmail.com](mailto:williamasinde@gmail.com) | +254720086959

## Peter Soita from Kitale National Polytechnic

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