

## Curriculum Vitae

### Personal Information

First name(s)/Surname(s) Zebidah Wanjiku Manyara  
Address(es) P.O Box 202-20303, Ol Kalou  
Telephone(s) 0724480669  
E-mail zebidahm@gmail.com  
Date of Birth 2nd January, 1993

**Discipline** Land Resource Planning and Management  
**Specialization** Physical planning, Land use planning, Land Administration

### Work Experience

Dates	June 2024 – Present
Position held	Planning Assistant/Attache
Employer	County Government of Nyandarua
Type of business or sector	Public Sector
Duties and Responsibilities	<ul style="list-style-type: none"><li>• Preparation of ongoing Integrated and Strategic Development Plans (IDeP &amp; ISUDP) for municipalities in the county.</li><li>• Preparation of Local Physical and Land Use Development plans for:- Njabini, Oljororok, Kiambugo, Kianjogu, Kiriogo and Michore.</li><li>• Organizing public participations on the preparation of Integrated and Strategic Development Plans.</li><li>• Receiving and vetting development applications.</li><li>• Processing development applications.</li><li>• Updating and maintaining physical planning records</li><li>• Drafting public education and sensitization materials on land use planning</li><li>• Drafting reports on the state of land use planning in the county</li><li>• Drafting reports for resource mobilization</li><li>• Implementing research plans</li><li>• Preparation of county land use profiles to facilitate monitoring and oversight over land use planning</li></ul>

  

Dates	Feb 2021 – Dec 2023
Position held	Physical Planner
Employer	Geosync Consulting (K) Ltd
Type of business or sector	Consultancy
Duties and Responsibilities	<ul style="list-style-type: none"><li>• Drawing of subdivision schemes</li><li>• Preparation of PDPs</li><li>• Drafting land use monitoring reports</li><li>• Drafting reports on the state of land use planning of various sites in the country</li><li>• Review Land use plans for conformity with the land use planning guidelines and standards submitted by the ministries for approval</li><li>• Processing Proposals required for change of user, Extension of user and Lease</li><li>• Preparing valuation requisition forms to clients for determination of rent by the ministry of Lands</li></ul>

### Education and Training

Dates Feb 2012 – Nov 2015  
Qualification Bachelor of Science in Land Resource Planning and Management  
Institution Jomo Kenyatta University of Agriculture and Technology

Dates	Jan 2011- April 2011
Qualification	Certificate in Computer Applications
Institution	Laikipia University
Dates	Jan 2007- Nov 2010
Qualification	KCSE
Institution	Naivasha Girls Secondary School
<b>Personal attributes</b>	<ul style="list-style-type: none"> <li>• Passion for continuous career and professional development</li> <li>• Organizational, analytical, managerial and decision-making skills</li> <li>• Ability to articulate, interpret and implement organization policies and Development goals</li> <li>• Creativity and innovation</li> <li>• Technical Problem solving</li> <li>• Integrity and commitment to producing results</li> </ul>
<b>Skills and Competencies</b>	<ul style="list-style-type: none"> <li>• Sound Land use planning, Land administration, Land management and Valuation</li> <li>• Proper financial planning and management</li> <li>• Sound Research knowledge</li> <li>• Experience on project management</li> <li>• Good teamwork and people management skills, for working with colleagues and clients</li> <li>• Problem-solving ability</li> <li>• Effective and efficient organization strategy implementation</li> <li>• Self-motivation and a proactive approach to work</li> <li>• Good time and Resource management skills</li> <li>• Flexible approach to work and willingness to take on new challenges</li> <li>• Proficient software skills in AutoCAD, ArcGIS and ArchiCAD</li> </ul>
<b>Referees</b>	<ol style="list-style-type: none"> <li>1. Racheal Mugo Director of Physical Planning County Government of Nyandarua raelmugo@gmail.com 0725717792</li> <li>2. Duncan Tereri Mogosi County Land Administration Officer State Department of Lands, Tharakanithi <a href="mailto:dunmogosi@gmail.com">dunmogosi@gmail.com</a> 0702856699</li> <li>3. John Mutwiwa Nzuki Physical Planner Geosync Consulting (K) Ltd <a href="mailto:Mutwiwa74@gmail.com">Mutwiwa74@gmail.com</a> 0714247647</li> </ol>