**CURRICULUM VITAE**

**BIODATA**

NAME : Dr. WAMITU SUSAN NJERI

MARITAL STATUS : MARRIED

PRESENT POST : ASSISTANT LECTURER

SALARY : KSH 120,000

CITIZENSHIP : KENYAN

LANGUAGES : ENGLISH, KISWAHILI, KIKUYU, KIKAMBA

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**PROFILE**

PhD at Dedan Kimathi University College of Technology (Strategic Management). MBA (Strategic Management) from Kenya Methodist University. A Bachelor’s degree in Economics and Sociology (BA Hons) from University of Nairobi. A Postgraduate Diploma in education in Business Studies and Social Ethics from Kenyatta University. Higher diploma in Psychological Counseling (KIPC) and computer application course (Sterling Computers) – 21 years of teaching: **6 years** lecturing experience, **12 years** as the Head of Department in secondary school, 6 years’ experience in publishing School Magazine, **12 years** as student counselor, **17 years** as Kenya National Examinations Council examiner. In KEMU: Examination Officer, Postgraduate Coordinator, Academic Research & Development, Undergraduate co-coordinator academics & Management Research Projects, coordination of business seminars and practicum ), I can comfortably lecture the following units: Business Studies, Human Resource Management, Strategic Management, Total Quality Management, Organizational Behavior, Business Values and Ethics, Corporate Social Responsibility, Principles and Practices of Management, Consultancy, Research Methods, Behavioral Science, Industrial Management, international business management, Governance and Ethics, leadership and leadership theories, leadership and organizational behavior, production and operations management, stores and inventory management, fundamentals of entrepreneurship etc.

**CAREER OBJECTIVE**

To maintain dynamism in acquisition of knowledge, skills and experience so as to gain confidence and competitiveness in duty performance.

**EDUCATION BACKGROUND: SCHOOLS AND COLLEGES ATTENDED**

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| --- | --- | --- | --- |
| **DATE** | **COLLEGE** | **CERTIFICATE** | **GRADE** |
| 2012 | Dedan Kimathi University | PhD (Business Administration, Strategic Management option) | Completed. Graduation ceremony-28th April 2017 |
| 2009 – 2010 | Kenya Methodist University | MBA ((Business Administration, Strategic Management option) | GPA 3.47 |
| 2008 | Kenya Institute of Psychological counselling | Higher Diploma in Psychological counselling | Certificate |
| 1996 – 1997 | Kenyatta University | Postgraduate Diploma In Education (Business studies and Social Ethics) | Distinction |
| 1987 – 1990 | University of Nairobi | Degree (Economics and Sociology) | Second class honors upper division |
| 1985 – 1986 | Chania High School | K.C.E (Economics, Geography and Literature) | 10 points |
| 1980 – 1983 | Kahuhia Girls High School | K.C.S.E | 1stDiv of 22 |

**SHORT COURSES ATTENDED**

|  |  |  |
| --- | --- | --- |
| **DATE** | **VENUE** | **RESPONSIBILITY** |
| 26th oct 2015 | Kenya Methodist University (seminar on Research information search and retrieval) | Facilitator |
| 13 June 2013 | Kenya Methodist University (workshop on improving reading culture and proposal writing) | Facilitator |
| 1st April 2008 | Ministry of Education (curriculum & syllabus interpretation | Participant |
| 25th Sept 2008 | Green Hills Hotel (Exam testing & Revision tips) | Presenter |
| 15th-17th May 2006 | The Stanley Hotel (International Representative-Central  Language Policy &Education | Representative-Central province |
| 12th October 2007 | St. Mary’s Boys (Challenges of teaching) | Presenter |
| 5th – 6th May 2005 | Nyeri High School (HoDs Capacity building workshop) | Participant |
| 29th – 30th May 2001 | Wakesho Lodge (Interactive teaching forum | Participant |
| 15th March 2011 | St. Mary’s Boys School (Teaching and Evaluating Effectiveness) | Participant |
| 1st July 2011 | Kenya Methodist University (Promoting Reading Culture) | Presenter |
| 10th-11th 2011 | Acquisition and administration of English Language skills | Participant |

**WORK EXPERIENCE**

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| --- | --- | --- | --- |
| **Year** | **Institution** | **PRIME DUTY** | **Qualification** |
| 2013 to date | Kenya Methodist University | Lecturing | Assistant Lecturer |
| 2011 -2012 | Kenya Methodist University | Lecturing | Part time Lecturer |
| 2003 – to 2012 | Nyeri High School | Teaching | Senior Graduate |
| 2000 – 2002 | Voi Secondary School | Teaching | Graduate Teacher I |
| 1998 – 2000 | Voi Secondary School | Teaching | Graduate Teacher II |
| 1990 – 1997 | Kanunga High School | Teaching | UT Graduate |

**CURRENT MAJOR AREAS OF RESPONSIBILITY**

* Postgraduate Programmes coordinator, KEMU Nyeri Campus
* Supervising and examining postgraduate students thesis
* Undergraduate Research Programmes coordination
* Postgraduate Academic and Research Coordinator
* Nyeri Campus Examinations coordination
* Business Seminar coordination, supervision and examination
* Allocating, supervising and examining students on practicum/attachment
* Teaching, setting examinations, marking, grading, preparing marks and graduation lists
* Examinations moderation
* Lecturing in undergraduate and postgraduate courses in areas of Business Management
* Setting exams, CATS, and administering other types of assessments for degree and masters courses
* Providing career counsel to students in strategic management and other specializations
* Psychological Guidance and Counselling for students and at times staff
* Marketing the university through a variety of forums

**POST-GRADUATE STUDENTS SUPERVISED/SUPERVISING**

|  |  |  |  |
| --- | --- | --- | --- |
| **REG. NO.** | **NAME** | **TITLE OF THESIS** | **STATUS** |
| Bus-3-6610-1/2013 | James K. Kibui | factors influencing the implementation of county integrated development plan in kirinyaga county | Graduated |
| Bus-3-7224-3/2012 | Perister Murugi Kigwa | Factors Influencing The Performance Of Youth-Owned Information Communication And Technology Related Businesses In Nyeri County | Graduated |
| Bus-3-6568-1/2014 | Joyce Wambura Kinyua | Factors influencing public sector strategy implementation in kirinyaga county | Graduated |
| Bus-3-6568-1/2014 | Eunice Wanjiru Mwangi | Balanced scorecard and performance of commercial banks in Kenya | Graduated |
| Bus-3-7132-2/2012 | Rachel W. Njiru | An analysis of determinants of strategic plan implementation by water service providers | Graduated |
| Bus-3-7203-3/2012 | Elias Mbau Mburu | An analysis of business strategies that influence consumer store preference | Graduated |
| Bus-3-6537-1/2014 | Caroline Wairimu Nderitu | Determinants of strategic change implementation in the public sector | Graduated |
| Bus-3-6555-1/2014 | Daniel Muimi Muthengi | Corporate culture and implementation of electronic records management strategy in private universities | Graduated |
| Bus-3-6616-1/2013 | Gichuki Muthii Philip | The Determinants of Debt Ratio In Mission Hospitals In Mount Kenya Region | Defended proposal |
| BUS-3-6826-3/2013 | Faith N.  Charles | Factors Influencing Retail Sales Performance of Petroleum Industry in Laikipia County. A Survey of Petroleum Retail Outlets in Laikipia County. | Graduated |
| BUS-3-5444-2/2009 | Gikingo Zipporah  Wanjiru | Effects of Knowledge Sharing on Organization  Performance: A Survey of Commercial Banks in Nyeri County. | Graduated |
| BUS-3-6529-1/2015 | Micheni Keeru Susan | Factors Affecting Open Innovation Strategy by Co-operative Societies in Kenya. | External examination in progress |
| BUS-3-7195/2013 | Philip Mbugua | Influence of Strategic Forecasting on The Organizational Performance of Processing Firms In Nyeri County. | External examination in progress |
| BUS-3-4865-1/2010 | Muraguri Anne Waithira | Analysis of Factors Affecting Strategic Sustainability of Land Buying Companies: A Survey of Selected Companies in Kenya. | Graduated |
| BUS-3-6512-1/2015 | Maina Bernard Hinga | Strategic initiatives employed by small businesses to enhance growth | Work in progress |
| Bus-3-6555-1/2015 | Jane Muthoni Mwanzi | Influence of talent management on organizational growth | External examination in progress |
| Bus-3-6684-3/2014 | Rose Waithiegeni Muthee | Decision making on topic | Starting |
| Bus-3-6693-3/2014 | Victor Munene Kithenya | Decision making on topic | Starting |
| Bus-3-6700-3/2014 | Doreen Kanana Kimathi | Decision making on topic | Starting |
| Bus-3-6532-1/2015 | Yusuf Wako Wako | Decision making on topic | Starting |

**CAREER ACHIEVEMENT**

* PhD at Dedan Kimathi University College of Technology
* Lecturing in KEMU (KENYA METHODIST UNIVERSITY with excellent results for 6 years
* Teaching Economics and Business Studies with excellent results
* Teacher Counselor
* Participated in drama and music up to Provincial level
* Supervises about 8 teachers in my department
* Prepares schemes of work and departmental work plans, lesson plans and lesson notes.
* Monitoring and evaluating departmental examinations.
* supervising and monitoring exams
* KCSE examiner
* Press club patron
* Library teacher in charge since 1995 to 2012

**WRITINGS**

* Writing KEMU Nyeri Campus strategic Plan 2016-2017
* Writing Nyeri High School’s strategic plan (2009-2014) and has published Nyeri High School Magazine from 2004-2012
* Was consultant in the writing of Mahiga Girls High School strategic plan 2012-2017
* Postgraduate Diploma in Education Thesis: Factors influencing the performance of English language in Kanunga High School
* Master in business administration thesis: factors influencing the implementation of strategic plans in public sector departments
* PhD Thesis: Tacit knowledge sharing and public sector performance in kenya

**PUBLICATIONS**

I am a published author of several works

**PUBLISHED BOOKS**

* **BOOK** (2012**) -** WHY STRATEGIC PLANS FAIL:A KENYAN SCENARIO ISBN no.978-3-8473-0428-9
* **BOOK** (2014)by Lambert Publishing entitled: A HANDBOOK OF STRATEGIC MANAGEMENT: STUDENT’S MANUAL FOR QUICK REVISION ISBN NO. 978-3-659-57746-8
* **BOOK** (2011)- ORAL LITERATURE AND POETRY MADE EASY ISBN no: 978-9966-69-017-3

**PEER REVIEWED JOURNAL ARTICLES**

* J**OURNAL ARTICLE** *(2012) by IJPP-International journal of professional practice entitled Factors Influencing the Implementation of Strategic Plans, Vol. 3, issue 1&2, Jan-June 2012, (PAGE 79-86)*
* **JOURNAL ARTICLE** *(2014) by Scientific Research Publishing entitled Corporate Social Responsibility: Intentions and Practice Vol. 2, No. 2, April 2014, ( PAGE 116-126) (*[*http://www.scirp.org/journal/OJBM/*](http://www.scirp.org/journal/OJBM/) *PAPER ID 1530046*
* **JOURNAL ARTICLE** *(2014) by scientific Research Publishing entitled* ***Challenges of*** *Tacit Knowledge Sharing in Public Sector Departments in Kenya Vol. 3, No. 1, January 2015, ( PAGE 109-119)* [*http://www.scirp.org/journal/OJBM/*](http://www.scirp.org/journal/OJBM/) *PAPER ID 1530105*
* ***JOURNAL ARTICLE*** *(2016) by scientific Research Publishing entitled Functional Boundaries as a Tacit Knowledge Sharing Factor and its Effects on Public Sector Performance in Kenya Vol. 4 No. 2, 2016 (PAGE 225-237), http://www.scirp.org/journal/OJBM/ PAPER ID 1530286*

**CONFERENCE PAPER PRESENTATIONS**

* **PAPER** (2014***) Presented at Catholic University of East Africa (CUEA) entitled :Unethical Practices in Higher Institutions of Learning centering on plagiarism, published by Pyres Journal of Educational Research and Review,*** [***http://pyrexjournals.org/pjerr/abstract/2016/june/Njeri.php***](http://pyrexjournals.org/pjerr/abstract/2016/june/Njeri.php) ***(PUBLISHED ONLINE)***
* **PAPER (**2016*) Presented at Catholic University of East Africa (CUEA) entitled Motivational Strategies for Attracting and Retaining Teachers in Nyeri County ( UNDER PUBLICATION)*
* **Peer Reviewing** *FIVE Research Articles for Science Domain USA*

**ORGANISATIONAL MEMBERSHIP**

* Associate member of Kenya Institute of Management
* Life member of Kenya Red Cross
* Parents-Teachers Association (PTA) and school Board of Management member. (BOM), (Nyeri High School)
* Parents-Teachers Association (PTA) Representative, (Our Lady of Lourdes High School)

**SPECIAL COMPETENCIES**

* I have excellent writing and oral communication skills
* Am a good time manager who works without supervision
* I supervise and examine research students in Kenya institute of management (KIM), Kenya Methodist University (KEMU) and am a research panelist for both degree and master’s students in KEMU University.
* I relate well with colleagues and other people

**COMMUNITY OUTREACH**

* I am an excellent public speaker –I give talks on examination techniques to high school students, motivational talks to primary and high school students, church youth, preach in AIC church & KEMU Nyeri Campus, Facilitates seminars and workshops for oxford publishers, library seminars for KEMU, and in most cases, am called upon to head groups because am charismatic and confident.
* I undertake management consultancy work through SUWAMS Pinion Consultancy
* In charge of Pastor’s welfare in AIC King’ong’o Church Nyeri
* Partners with Tumaini and Mahiga children’s home in their welfare (I give charity to the homes) and motivational talks during school holidays when they close school
* Visits King’ong’o Prison charitably
* I am born again

**HOBBIES & INTERESTS**

* Reading especially( magazines, novels and academic books)
* Listening to Gospel music
* Travelling
* Discovering new knowledge

**SPORTS**

* I am an expert swimmer
* Plays hockey and \badminton for leisure
* Undertakes brisk walking

**REFEREES**

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