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# ANDREW KUNDA

TURKANA WEST, KENYA

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## Professional Summary

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Dedicated education professional with 3+ years of experiences in teaching, career counseling and educational leadership. Proven expertise in budget planning, conflict resolution and Proficient in Excel software and MS office. Advocacy to drive community initiatives as demonstrated during my tenure with the Danish Refugees Council in Kakuma.

## SKILLS

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- Teaching and Career development
- Budget planning & management
- Leadership skills
- Policy analysis
- Advocacy
- Project and business management
- Conflict management and resolution
- Data analytic and HR Technology

## Education

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KENYATTA UNIVERSITY

2021-2025 ( Prospective graduate, Dec. 2025)

Bachelor of Education Science

CAMBRIDGE INTERNATIONAL COLLEGE

2019-2021

Diploma in Human Resource & Personnel Management

KENYA CERTIFICATE OF SECONDARY EDUCATION(KCSE)

2015-2018

KENYA CERTIFICATE OF PRIMARY EDUCATION(KCPE)

2005-2014

## Work Experience

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WINDLE INTERNATIONAL KENYA

SOMALI BANTU SECONDARY SCHOOL

Teacher/Counselor

2019-2021

Teaching students mathematics and chemistry.

Counselling and guiding learners on career selection matters and mentorship programs.

Designed and implemented performance improvement plans for underperforming students in consultation with administrative staff.

Contributed to improving co-curricular activities.

Danish Refugees Council

Community Mobilizer

## 2020-2021

Executed all tasks assigned by team leader or manager diligently on schedule and to the highly standard participating in meeting and voicing concerns as well as suggestions for improvement.

Created, compiled and submitted weekly reports to update the organization on the clients' progress.

## Certifications

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Power Learn Project (PLP) Academy

Software Engineering

Certificate

Ongoing

Open Society University Network

Community Based Learning and Civic Engagement

Certificate

2021-2023

AAR Japan

Career Guidance Teachers Training

Certificate

2020

HU University of applied Sciences Utrecht, the Netherlands

Teacher Training Program Level I

Certificate

2019.

Windle International Kenya

Lay counselling certificate

2019

## Awards and Honors

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The Albert Einstein Education Initiative (DAFI), Academic Award certificate (2024)