

CURRICULUM VITAE

KIOKO KILONZO FREDRICK

PERSONAL PROFILE

I'm highly motivated, result-oriented and adaptable individual seeking a position in your premises, which will utilize the advanced knowledge and skills gathered from my educational background. I'm a focused and flexible professional with ability to work independently and as a team player in a multi-cultural environment and under minimum supervision.

In addition, I have a great curiosity towards new and upcoming trends within the ICT field. As a result I have developed and host a website which is <https://www.clinicalforex.com/> and uploaded several projects have done on my GitHub account: <https://github.com/blackcode-creator>.

CAREER OBJECTIVES

To obtain skills under working professionals that will help me grow intellectually and socially in the marketing, technological and legal field by giving some input to the company.

BIO DATA

TELEPHONE NUMBER	(+254)791-660-287
EMAIL ADDRESS	kilonzokioko10@gmail.com
NATIONALITY	KENYAN
MARITAL STATUS	SINGLE

SOFT SKILLS AND CORE COMPETENCIES

Core Competencies

1. General Hardware and Software Maintenance
2. Front-end Language – Modern HTML/CSS
3. Back-end Language – Node Js, Python and Php
4. Data analysis and Machine Learning
5. Command line – Linux
6. Graphic Design
7. Git

Soft Skills

1. Computer and Technical Literacy
2. Process Improvement Literacy
3. Planning and Strategic Thinking
4. Teamwork and Collaboration

WORK-EXPERIENCE

Dec 2021 – To date – DEPARTMENT OF PUBLIC SERVICE BOARD, NAKURU.

I worked at Public service board under Internship Program, at ICT division as ICT intern as I wait for graduation. I was able to acquire technical skills as follows:-

- i. Participate in the development of software applications.
- ii. Handle researching options and research computer bugs and their solutions.
- iii. Perform software configuration on stand-alone computers and laptops.
- iv. Provide support in diagnosing hardware and software issues and troubleshooting activities
- v. Lay cables and wires for networks and ensure that they are in good working order.
- vi. Handle researching options and research computer bugs and their solutions.
- vii. Assist in gathering user requirements and developing appropriate reports for IT.
- viii. Handle periodic maintenance of hardware and software.
- ix. Assist in handling data migration duties.
- x. Assist in hardware and software inventory management.

2021 – Dec – DEPARTMENT OF PUBLIC SERVICE BOARD, NAKURU.

I worked at Public service board under casual work terms, at ICT division as a data entry clerk as a part – time job while I was still schooling. I was able to acquire technical skills as follows:-

- i. Creating accurate spreadsheets and Organize existing data in a spreadsheet.
- ii. Ensuring data is backed up.
- iii. Informing relevant parties regarding errors encountered.
- iv. Handling additional duties from time to time.
- v. Scanning through information to identify pertinent information.
- vi. Verify outdated data and make any necessary changes to records.
- vii. Provide data entry support across departments on an ad-hoc basis.
- viii. Sort and organize hard copies of paperwork after entering data electronically.
- ix. Providing occasional administrative support.

2021 – 2021 – DEPARTMENT OF ROADS, TRANSPORT AND PUBLIC WORKS, NAKURU.

I worked at Department of Roads, Transport and Public works, Nakuru during my industrial attachment for 3months and I was given privilege to be assigned again as a part – time job at the ICT division after the end of the industrial attachment. I was able to acquire technical skills as follows:-

- i. Providing first-line technical support.
- ii. Supporting users in the use of Computer equipment and Office applications.
- iii. Participating in the testing of applications.
- iv. Carrying out routine software and hardware.
- v. Servicing and fixing ICT equipment.
- vi. Assisting the Head of ICT with the implementation of projects as required.
- vii. Troubleshooting system and network problems, diagnosing and resolving software/hardware
- viii. Liaising with ICT staff and help in establishing ICT user support knowledge.
- ix. Installing and configuring computer hardware, operating systems, and Applications.

EDUCATIONAL BACKGROUND

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|------------------|---|--|
| 2017 – 2022 | – | BACHELOR OF SCIENCE IN COMPUTER SCIENCE AND BIOINFORMATICS
DEGREE,
MAJOR: SOFTWARE
UNIVERSITY OF KABARAK.
AWAITING TO GRADUATION. |
| (5months) – 2017 | – | COMPUTER APPLICATIONS STAGE ONE.
RGC COMPUTER COLLEGE.
MEAN GRADE – DISTINCTION |
| 2016 – 2013 | – | KENYA CERTIFICATE OF SECONDARY EDUCATION.
KANGUNDO HIGH SCHOOL.
MEAN GRADE – B- (Minus) |
| 2004 – 2012 | – | KENYA CERTIFICATE OF PRIMARY EDUCATION.
ST. CHRISTOPHER WHOLISTICS PRIMARY SCHOOL.
MARKS – 285 |

HOBBIES

Reading, writing legal articles, Networking and Cooking

REFERENCES

1. CS JOYCE N.NDEGWA
SECRETARY,
COUNTY PUBLIC SERVICE BOARD, NAKURU
CELL: (+254)721-719-530.
2. MR. PAUL MUTHANGYA M,
MEMBER NAKURU COUNTY PUBLIC SERVICE BOARD,
CELL: (+254)722-734-468.
3. DR. NELSON MASESE,
HEAD OF DEPARTMENT COMPUTER SCIENCE,
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CELL: (+254)727-171-725.

