

Nicholas Kiplimo

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SUMMARY

- Computer Science graduate with one year IT experience in Software Testing and enhancement, Data management, Network management and IT Support operations.
- A good team player, a well-established person in handling deadline driven tasks in a timely manner.
- Seeking a challenging position to apply my skills and knowledge in IT infrastructure and gain More Experience in the field of IT as I look forward to broaden my horizons and tread towards being a professional ICT Expert.

CORE COMPETENCIES

- Good Communications Skills.
- Good team Player.
- Attentive to Descriptions.
- Good Problem-solving Techniques.
- Results Oriented in dealing with dateline Driven Tasks.
- Excellent Analytical Skills.

KEY SKILLS & EXPERTIES

- **Installation-** Demonstrated ability to install different Microsoft Product, Drivers, ERP System, VPN and Internet Access Points
- **Software Testing-** Knowledge of software testing for both Manual and Automation testing.
- **Software Development-** Have ability demonstrate Web Development with React Js and WordPress and MySQL.
- **Technical Support-** Demonstrated Knowledge in providing technical support on Microsoft Products, Printers and other ICT Resources.
- **Database Management-** Ability to Extract Data using SQL Scripts and organize them to a presentable manner from the Database and perform backups.
- Knowledge of how to configure Active Directory, Email Server and how it they work.
- Proficient in Computer Applications.

PROFESSIONAL EXPERIENCE

Sales and Marketing Representative: JETXIN (KENYA) COMPANY LTD, KITALE.

March 2022 - August 2022.

Tasked with:

- Selling products and services using solid arguments to prospective customers.
- Maintaining positive business relationships to ensure future sales.
- Reach out to customers through cold calling.
- Achieve agreed upon sales target and outcome within schedule.
- Coordinate sales effort with team members.
- Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services.
- Expedite the resolution of customer problems and complaints to maximize satisfaction.

ICT Intern: Kenya Accountants and Secretaries National Examinations Board (KASNEB), Nairobi Kenya.

November 2021 - February 2022

Placed through **InMySteps** Program as an intern with KASNEB ICT unit, I was charged with:

- Assisting in the installation of the ERP system, SOPHOS VPN, Microsoft Operating System and Office to members of staffs as assigned the supervisor.

- Assisting in Software Testing and enhancement (Collaborated with team members to test BULK SMS System and provide feedback).
- Troubleshooting of Different Computer Hardware and software problems.
- Installing printer drives and configuring printer to be shared over the internet and Troubleshooting Printer Problems.
- Setting up Network Access points, Crimping Ethernet cables RJ45 and troubleshooting Various Network problems
- Assisting in providing technical support to student on how to navigate through student portal, Register, Book Exams, and perform any other self-service function for themselves.
- Performing any other Duty assigned by my supervisor

ICT Attaché - Kitale Vocational Training Centre, Kitale Kenya

January 2021 – April 2021

My key duties include:

- Assisting in Network troubleshooting problems, configuration and installation of internet with the help of network team.
- Assisting in Installation of Microsoft product into the institution PC i.e., Microsoft office and windows
- Assisting in Teaching students on ICT courses.
- Documenting of the PCs status in the computer lab and preparing report on the same.
- Performing any other Assigned Duties by my supervisor.

EDUCATION/QUALIFICATIONS

| QUALIFICATION | INSTITUTION | YEAR |
|--|----------------------|-------------|
| • Bachelor of Science Computer Science | Laikipia University | 2016 |
| • Kenya Certificate of Secondary Education | St Pauls High School | 2015 |

CERTIFICATIONS AND TRAINING ATTENDED

| AREA | PROVIDER | YEAR |
|--------------------------------|-----------------------|-------------|
| • InMySteps Mentorship Program | Rise and Learn | 2022 |
| • Oracle SQL Fundamentals | Udemy | 2022 |
| • HCNA Datacom | Huawei ICT Academy | 2020 |
| • HCNA Security | Huawei ICT Academy | 2019 |
| • HCNA Routing and Switching | Huawei ICT Academy | 2018 |
| • Linux NDG Essentials | Cisco Netacad Academy | 2017 |

REFEREES

1. Salma Mazrui- Watt.

Mentor, Executive/ Wellness Coach

Email: salmamazrui@gmail.com

Phone: 0722515079.

2. Edwin Martim.

Manager, JETXIN (Kenya) COMPANY LTD.

Po Box 7769-00200, Nairobi.

Phone: 0711945931.

3. Tobias Muma

Assistant ICT Manager, KASNEB.

Po Box 41362- 00100. Nairobi

Phone: 0720254741.