



**REF: NYA/FED/FIN/1/2/4 (209)**

**6<sup>th</sup> AUG, 2024**

**To Whom It May Concern**

**RE: ATTACHMENT CERTIFICATE - KELVIN GITHU MAINA**

This is to certify that the above named was attached with us in the ICT Department, where he had hands-on and practical experience in:

1. **Website Development and Support:** ✓ Assist in the development and maintenance of county web applications ✓ Participate in website content management and updates ✓ Support in implementing web-based solutions ✓ Document website development procedures and changes
2. **ICT Support:** ✓ Provide technical assistance to end-users on hardware and software-related issues ✓ Assist in the setup and configuration of computers, printers, and other peripherals ✓ Troubleshoot and resolve hardware and software problems ✓ Support in maintaining ICT inventory and documentation
3. **System Configuration and Management:** ✓ Assist in printer setup and configuration ✓ Configure and maintain various IT systems and applications ✓ Support in network and system troubleshooting ✓ Implement and maintain IT security protocols
4. **General ICT Tasks:** ✓ Collaborate with team members on various ICT projects ✓ Assist in daily IT operations and maintenance ✓ Participate in technical documentation ✓ Support in user training and guidance

Kelvin performed his duties to the best of his ability and demonstrated commitment and dedication throughout his attachment period. We wish him success in his future endeavors.

Yours faithfully,

**CHARLES NDIRITU**

**CHIEF OFFICER -- ICT**