

JEZREL MOYANI JUMAMOSI
SYSTEMS ADMINISTRATOR | ICT MANAGER | IT IMPLEMENTATION COORDINATOR

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Nairobi, Kenya

SUMMARY

Highly motivated and results-oriented IT professional with 3+ years of experience in system administration, seeking to leverage expertise in maintaining and optimizing IT infrastructure for the System Administrator position at your company. Proven ability to install, configure, and maintain server operating systems (Windows and/or Linux). I possess a strong understanding of networking protocols, services, and security. In my previous role, I successfully troubleshooted hardware, software, and network issues, ensuring efficient problem resolution. I'm proficient in scripting (PowerShell, Bash) to automate routine tasks and have experience with virtualization technologies (VMware, Hyper-V) for optimized resource management. Eager to contribute to your company's success by ensuring the smooth operation and security of your IT infrastructure.

SKILLS

Technical Skills

1) Cloud Computing	5) Networking	9) Virtualization	13) Systems Integration
2) Information Technology	6) Project Coordination	10) System administration	14) IT support
3) Troubleshooting	7) Software Implementation	11) Backup and Recovery	15) Technical Support
4) Operating Systems	8) Operating systems	12) Artificial Intelligence	16) Scripting

Soft Skills

1) Teamwork	3) Problem-solving	5) Creativity	7) Customer service
2) Leadership	4) Communication	6) Time management	8) Adaptability

WORK EXPERIENCE

FAIR ACRES BOUTIQUE HOTEL

November 2021 - Present

ICT MANAGER | DIGITAL MARKETER

Achievements

- Automated workflows by implementing and configuring a new “Hotel-wise” system across all departments, replacing a paper-based system. This included hardware installation, user training, and data migration. The result was a 20% increase in efficiency, 30% reduction in errors, improved collaboration, and a more streamlined workflow for all staff.
- Spearheaded the upgrade of the hotel's network infrastructure, resulting in a 25% increase in internet bandwidth and improved guest connectivity.
- Implemented a central QR code system (menus, payments, marketing) eliminating printed materials, reducing paper usage by 55%. Improved efficiency and guest experience with instant access to dynamic information.
- Upgraded hotel email system to professional aliases. Boosting clarity, brand image, and customer service through efficient routing.
- Managed a team of IT technicians, providing ongoing technical support to hotel staff and resolving user issues efficiently.

ISUZU EAST AFRICA

January 2022 – April 2022

ICT INTERN

Achievements

- Built a user-friendly "Vehicle Count" system with Microsoft Power Automate and Power Apps. This automated system tracks car progress through production stages, providing real-time data for improved efficiency. It eliminated manual tracking and empowered informed decision-making.
- Led the market research for a strategic IT hardware upgrade. By analyzing technical specs, performance benchmarks, and user reviews, I identified laptops compatible with upcoming OS updates (Laptop Model: Dell XPS 13). My detailed report, including cost-benefit assessments and a recommended model, convinced the acquisition department to approve the purchase of 126 laptops. This ensured our IT infrastructure was future-proofed for software updates while staying within budget.
- Developed user guides for new software used in the assembly line, ensuring smooth user transition.
- Assisted in the implementation of a new inventory management system for vehicle parts, learning best practices for system rollout.
- Conducted user training sessions for a newly implemented production tracking system, ensuring user adoption and efficient operation.

EDUCATION

Diploma in Technology (Information Technology)

The Technical University of Kenya

2018 – 2022

CERTIFICATES

1) Artificial Intelligence Career Essentials (AiCE)	ALX
2) Machine Learning Operations (MLOps)	Google
3) Google Cloud	Google
4) Google Analytics	Google
5) Fundamentals of Digital Marketing	Google
6) ICT Empowerment	Kenya Industrial Estate

ORGANIZATIONS

Fair Acres Boutique Hotel

November 2021 – Present

Isuzu East Africa

January 2022 – December 2023

LANGUAGES

English - Fluent

Swahili - Fluent