

ATTACHMENT REPORT

NAME:KESTONE DENNIS

REG NO: BMIT/MG/1415/09/17

DEPARTMENT: BUSINESS MANAGEMENT AND IT

SCHOOL: BUSINESS

DURATION: 3 MONTHS

SUPERVISOR: MR PAUL TUITOEK.

ORGANISATION: NAKURU COUNTY GOVERNMENT

SUPERVISOR: PIUS KERARIO.

## DECLARATION

I, Kestone Dennis hereby declare that this training report is my original work and has not been submitted before for any academic award either in this or other institutions of higher learning for academic publication or any other purpose.

Name: KESTONE DENNIS

Signature……………………….

Date: November 11, 2021

## 

## ACKNOWLEDGEMENT

I thank The Almighty God for this far He has taken care of me during my entire attachment period. It has indeed been Him that has enabled me to be here.

My sincere gratitude to my loving mother. Mrs Betty Chrotich for being my strong pillar in providing immense support to this point, Haron Rono and Vera Munyiri for their continued support during my attachment period. May God bless you every day!

I am grateful to COUNTY GOVERNMENT OF NAKURU for this chance to work with you. You have been a wonderful team from Mr Kennedy Mungai to my supervisor Mr Pius Kerario. I say thank you!

To Kabarak University University, I would love to express my gratitude for being good educators all through. I will be your good ambassador of moral code.

To the department of Business, thank you for your constructive training and knowledge that you imparted in me throughout the four years training. May God bless you abundantly!

Table of Contents

[DECLARATION 2](#_Toc87197516)

[ACKNOWLEDGEMENT 3](#_Toc87197517)

[**CHAPTER 1** 5](#_Toc87197518)

[INTRODUCTION 5](#_Toc87197519)

[CHAPTER 2 6](#_Toc87197520)

[ATTACHMENT OBJECTIVES. 6](#_Toc87197521)

[CHAPTER THREE 7](#_Toc87197522)

[Company profile 7](#_Toc87197523)

[Physical Address. 7](#_Toc87197524)

[History of Nakuru County 7](#_Toc87197525)

[Administrative Subdivisions 7](#_Toc87197526)

[Structural organization on Nakuru County Government. 8](#_Toc87197527)

[The County Treasury 8](#_Toc87197528)

[Office of the Governor and Deputy Governor 8](#_Toc87197529)

[Public Service Board 8](#_Toc87197530)

[Departments/Services provided. 9](#_Toc87197531)

[Company clients. 9](#_Toc87197532)

[Rules and regulations. 10](#_Toc87197533)

[CHAPTER FOUR. 11](#_Toc87197534)

[ATTACHMENT DETAILS. 11](#_Toc87197535)

[Work experience. 11](#_Toc87197536)

[RELATIONSHIP WITH STAFF. 11](#_Toc87197537)

[CHALLENGES ENCOUNTERED 11](#_Toc87197538)

[HOW CHALLENGES FACED WERE OVERCOME. 11](#_Toc87197539)

[ADVISE TO FUTURE INTERNS. 12](#_Toc87197540)

[CHAPTER FIVE 13](#_Toc87197541)

[Recommendations 13](#_Toc87197542)

[CHAPTER SIX. 14](#_Toc87197543)

[CONCLUSION 14](#_Toc87197544)

[REFERENCES 15](#_Toc87197545)

# **CHAPTER 1**

# INTRODUCTION

The 3-month Industrial Attachment program organized by Kabarak University provides every student an opportunity to apply the skills and knowledge achieved during the course of study in the industrial environment and to acquire new skills in managing relationships and carrying out the jobs assigned. It is also an opportunity to improve social, communication and technical skills needed for working life and a chance to keep abreast with the dynamic changing industry. This chapter gives introduction of NAKURU COUNTY GOVERNMENT; THE EXECUTIVE OFFICE OF THE GOVERNOR, department of ICT and E-Government, where the author was attached. The purpose of the report, followed by the nature and scope of the presentation to address the next chapters are also being explained in this chapter. This final report is mainly to provide a summary of the industrial practice experience

# **CHAPTER 2**

# ATTACHMENT OBJECTIVES.

I was attached to the department of ICT & E-GOVERNMENT, Nakuru County

The field attachment which lasts for a period of twelve weeks started on 6th September and ends on 30th November of the year 2021.

I joined the County Government of Nakuru with determination to learn and gain an overall experience in ICT field. This necessitated me to do more myself than directed by the supervisor.

These objectives included;

* To learn about how the County Government’s networking is achieved.
* To get a deep understanding of ICT’s role in the Government.
* To learn and carry out duties assigned to me.
* To create a network with fellow ICT professions.
* To achieve the requirements needed for University Degree.

## **CHAPTER THREE**

# Company profile

### Physical Address.

The Executive office of the Governor is located in the CBD of Nakuru City along the Moi road. It is close to Nakuru Post office and directly opposite to Kenya Power Offices.

### History of Nakuru County

Nakuru County is a county in Kenya. It is County number 32 out of the 47 Kenyan Counties. Its capital is Nakuru City. Other towns include Naivasha, Rongai, Molo,Gilgil, Bahati, Njoro and Subukia. With a population of 2,162,2021 (2019 census), it is the third most populous county in Kenya after Nairobi County and Kiambu County, respectively. With an area of 7,496.5 km², it is Kenya's 19th largest county in size. Until August 21, 2010, it formed part of Rift Valley Province.

### Administrative Subdivisions

The County is divided into eleven administrative Sub-Counties namely, Nakuru East, Nakuru West,

Naivasha, Molo, Njoro, Kuresoi North, Kuresoi South, Rongai, Bahati, Subukia and Gilgil

### 

### Structural organization on Nakuru County Government.

The County Assembly

The County Assembly is established pursuant to article 176 of the constitution of Kenya 2010. It is the legislative, representative and oversight authority that operates independently from the County executive.

In execution of its mandates, the County Assembly approves the budget estimates of the County Government; makes laws for the effective performance of the County Government including oversight of the County Executive Committee.

### The County Treasury

The County Treasury is established as per Section 103 of the Public Finance Management Act 2012 for the purposes of managing and controlling public finances.

### Office of the Governor and Deputy Governor

The Office of the Governor and Deputy Governor plays a vital role in providing overall leadership in the development and implementation of County policies, County’s governance, and development.

### 

### Public Service Board

NCPSB became fully constituted in November 2013.

The Board is charged with the responsibility of maintaining high levels of professional ethics by affording adequate and equal opportunities to all cadres of the public service.

### Departments/Services provided.

The County Government of Nakuru has the Following departments;

1. Agriculture, Livestock, and fisheries
2. Education, ICT, and e-Government services
3. Finance and economic planning
4. Roads, Transport and Public Works
5. Department of Public Service.
6. Trade, Industrialization, and Innovation
7. Water, Irrigation, Environment and Natural Resources.
8. Tourism, Culture, Youth and Sports
9. Office of the County Secretary
10. Lands, Housing and Physical Planning
11. Health and emergency service

### Company clients.

The County Government offers services to the public. Each citizen with a need in the listed departments is served

### Rules and regulations.

* Observe and be subjected to the prevailing Terms and Conditions of Service and any other regulations governing County Government employees.
* Submit a copy of your report at the expiry of the attachment period highlighting your experiences, challenges, observations and recommendations for improvements to your head of Department.
* Attachment period to commence on 6th September 2021 to 30th November 2021.
* You will carry out attachment at your own risk and the County Government Office shall NOT be liable for any injury or loss suffered since the Group Insurance Cover is exclusive to county employees.
* You will carter for your own upkeep.
* You are expected to dress decently or else your attachment letter shall be canceled forthwith without any notice.
* You will report at 8AM and leave at 5pm. Lunch break is at 1pm to 2pm.

## **CHAPTER FOUR.**

# ATTACHMENT DETAILS.

## Work experience.

* Local Area Network management resolution
* Resolution of hardware/software problems
* Computer hardware/software upgrades
* To provide on-sight support to users in matters ICT
* Ensuring security of computer systems through installation and configuration of antiviruses
* IFMIS and Revenue Systems
* Any other duties as assigned by the supervisor.
* Installation of various computer systems, programs and hardware.

## 

## RELATIONSHIP WITH STAFF.

My relationship with the staff here was mutual. I learnt to respect and follow protocol in addressing issues in each office. I am happy that most of the staff here are welcoming and ready to teach me how to deal with issues.

## CHALLENGES ENCOUNTERED

# 

1. Lack of knowledge in some fields such as system management.

## HOW CHALLENGES FACED WERE OVERCOME.

* I inquired my supervisor about the IFMIS system and revenue system management and how the operate. I also did a follow up online research of these systems.

## ADVICE TO FUTURE INTERNS.

Industrial attachment is very vital for the purposes of familiarization and exposure to the work jobs. For every University student wishing to graduate and join the workforce, I recommend this period. You will create future and important connections with pivotal people in the society who can help you rise and grow in your career.

## CHAPTER FIVE

# Recommendations

The attachment went smoothly without much difficulties and challenges. However, I wish to express my appeal to the County Government of Nakuru to consider a little pay to students for the purposes of upkeep. The economy needs a lot of money at hand to survive every day’s activities such as transportation, rent and food. Parents at this state are financially unstable to carter for our upkeep. Thank you.

# **CHAPTER SIX.**

# CONCLUSION

The supervised industrial attachment of the University gives students the opportunity to apply and put what has been learned in their course work into practice this exposes them to work. The training strengthens the linkages between the University and working Institutions.

In review the training has been success and I was able to gain practical skills, work in environment that supports growth and interact with different people. This attachment with Nakuru County Government has made me gain much practical knowledge and experience in the field Networking, Communications and System management.

# 

# REFERENCES

1. KENNEDY MUNGAI

ADMINISTRATOR NAKURU COUNTY GOVERNENT

ken@nakuru.go.ke

1. PIUS KERARIO

SUPERVISOR

0721557883

1. DR PAULTUITOEK

LECTURER

0722614488