

# Brian Kimonge Dison

---

Phone: 079567140 / 0742303266 | Email: briankimonge2@gmail.com

## Career Objective

Detail-oriented Industrial Engineering Clerk with proven experience in production planning, efficiency tracking, and factory operations support. Skilled in preparing work plans, conducting production projections, and escalating issues to management for timely resolution. Strong ICT background enhances ability to integrate technology into industrial processes for improved productivity and reporting.

## Key Skills

- Production planning and department-wise projections
- Efficiency tracking and daily/weekly reporting
- Dashboard creation and cost analysis
- Workflow monitoring and issue escalation
- Secretary support to Factory Manager (scheduling, documentation, communication)
- ICT support: troubleshooting networks, software installation, and system updates
- Programming: Python, Java, C, C++, PHP, HTML, CSS
- Operating Systems: Windows, Linux, Android
- Tools: MS Office, dashboards, basic databases

## Professional Experience

**Industrial Engineering Clerk & Planning Assistant | Mega Garments Industries EPZ | May 2024 – Present**

- Collaborated with planning team to prepare daily and monthly work plans for all departments.
- Conducted monthly production projections and tracked department-wise performance against targets.
- Monitored daily production activities, escalated issues to management, and ensured targets were achieved.
- Created dashboards, WhatsApp reports, and cost analyses to support decision-making.
- Served as personal secretary to the Factory Manager, managing schedules, documentation, and communication.

**Scanner | Mega Garments Industries EPZ | Nov 2023 – Apr 2024**

- Scanned and tracked garment movement across production departments using barcodes.
- Ensured workflow from cutting to sewing and finishing sections was properly documented.

## **ICT Intern | National Health Insurance Fund (NHIF) | May 2023 – Aug 2023**

- Provided IT support: troubleshooting networks, printers, and computers.
- Assisted in biometric registration, claims processing, and customer care.
- Supported system upgrades, documentation, and universal health coverage promotion.

## **Education**

Bachelor of Science in Information Communication Technology

Jaramogi Oginga Odinga University of Science and Technology, 2024

## **Projects**

- Developed production dashboards using Python and Excel to track efficiency across departments.
- Built academic projects involving Linux administration, network security, and database systems.
- Designed and deployed websites integrating frontend and backend technologies.

## **Strengths**

- Optimistic and persistent
- Attention to detail
- Strong communication skills
- Team player with leadership potential

## **Referees**

### **Referee 1:**

**Full Names:** Vincent Omenge Magare

**Occupation:** Quality Assurance Officer **(NHIF)**

**Mobile Number:** 0712330435

**E-Mail Address:** vmagare@nhif.or.ke

### **Referee 2:**

**Full Names:** Naomi Mwikali Kioko

**Occupation:** Human Resource Manager **(Mega Garments Industries EPZ)**

**Mobile Number:** 0740634029

**E-Mail Address:** naomimwikali93@gmail.com