

LEWIS MUTWIRI KINYUA.

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D A T E O F B I R T H : 1 8 ^{T H} A U G U S T 1 9 9 1 .

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CAREER OBJECTIVES.

Senior ICT officer with 7 years of experience in managing and implementing IT systems and infrastructure. Highly accomplished ICT Professional with modern skill set and extensive experience in managing complex IT projects and driving digital transformation. I am Seeking a challenging position in a dynamic organization where I can utilize my technical expertise to enhance organizational efficiency and foster innovation.

Major areas of expertise will include ICT technical support, Database management, Networking, Security firewalls (Sophos & FortiGate), Office 365 email Administration, Python web development, and Cyber Security.

SUMMARY OF QUALIFICATIONS.

- 7 years of experience in the ICT field, specializing in system administration, network management, security, and IT project management.
- In-depth knowledge of IT infrastructure, hardware, software, and networking protocols.
- Strong expertise in implementing and supporting Microsoft technologies, including Windows Server, Active Directory, Azure, and Office 365.
- Proficient in troubleshooting and resolving complex technical issues, ensuring minimal downtime, and maximizing system availability.
- Python full stack Web development in Django, JavaScript, CSS, PHP, and HTML
- Proficient in modern ICT technologies, including cloud computing, cybersecurity, network architecture, data analytics, and emerging trends.
- Excellent communication and interpersonal skills, with the ability to effectively collaborate with cross-functional teams and communicate complex technical concepts to non-technical stakeholders.
- Proven track record in leading and managing IT projects, ensuring successful delivery within budget and timeline.

PROFESSIONAL EXPERIENCE.

2ND SEPT 2019- PRESENT

SENIOR ICT OFFICER | SBC KENYA LTD (PEPSI) | NAIROBI, KENYA.

- IT Firewall security management via SOPHOS XG and FortiGate running in all SBC Kenya, SBC Ghana, and SBC Tanzania. This is the installation, set up of firewall policies, web rules, VPN tunnels (GRE, IPSEC), monitoring and controlling of web traffic.
- Develop and execute innovative ICT strategies aligned with business objectives, focusing on digital transformation, and leveraging modern technologies.
- Drive cloud adoption initiatives, overseeing the migration of on-premises infrastructure to cloud-based platforms to enhance scalability, cost-efficiency, and flexibility. This includes Cloud storage data management solutions through Microsoft Azure, One Drive and Netapp.
- ERP Management (Microsoft Dynamic Navision)-Includes master creation of customers, items, vendors, and users. Error troubleshooting, backups, and recovery. Ensuring Confidentiality, Integrity, and Availability of company data.
- Maintenance of Microsoft SQL and Oracle databases for the ERP(Navision) and SBC Kenya Ltd Website.
- Office 365 administration, Management, and support. This includes Exchange Online, Microsoft Azure, SharePoint Online, Microsoft Teams and One Drive.
- Network Administration-Configuration of all Cisco Routers, Switches and Access Points Ensuring Quality of service, Security, Scalability, and fault tolerance environment.
- Providing user support and staff training services-Include routine staff trainings on computer use, ERP (Microsoft Navision) and Cyber security.
- Windows server 2019 R2 and Linux Server Distribution (Ubuntu 18.0.4.1 TLS & Centos 8 Installation, configuration, and maintenance- Active Directory (AD) management, files management, DNS, DHCP, group Policy management and Domain controller management.
- Manage the IT budget, monitor expenses, and identify cost-saving opportunities while ensuring optimal service delivery and customer satisfaction.
- Stay abreast of emerging ICT trends, tools, and best practices, evaluating their applicability and recommending solutions to enhance business processes.

11TH APR 2017- 1ST SEPT 2019

ICT OFFICER | SBC KENYA LTD (PEPSI) | NAIROBI, KENYA

- Managing CISCO IP phone system (IPBX)- creation of users, assigning user call function rights, controlling of inbound and outbound calls, Set up of ISDN Trunks, back up and disaster recovery.
- Endpoint security management to ensure servers and workstations are protected. (KSN-Kaspersky, ESET and Microsoft Security Essentials)
- CCTV Camera installation, design, administration, and management.
- ICT Technical Support-monitoring and maintaining ICT infrastructure to ensure minimal downtime and ensuring all computers, servers, routers, switches, and printers work effectively.
- Assisting in the planning and implementation of IT projects, including server upgrades and network expansion.
- Conducting regular backups and implemented disaster recovery procedures.
- Managing and maintenance of network infrastructure, including switches, routers, and firewalls.
- Managing inventory and procurement of IT equipment, software, and Licenses.
- Configuration and Maintenance of DNS records in the global C Panel and Local servers.
- Foreseeing the planning, implementation, and maintenance of the organization's network infrastructure, ensuring high availability, performance, and security.

17 SEP 2016 – 7TH APR 2017

ICT TECHNICIAN INTERNSHIP | P.K.F AUDIT FIRM | NAIROBI, KENYA.

- Identifying issues with existing systems and performing repairs to improve Audit operations.
- ERP System (SAP) daily maintenance and backups.
- Technical Support and maintenance of computer systems, Hardware, and peripherals
- Data backup, Restore and recovery in various company systems and servers.
- Computer formatting and installation of software.
- participating in large scale upgrades and installations of the company.

2ND SEP 2013 – 20TH DEC 2013

ICT ATTACHMENT | POSTAL CORPORATION OF KENYA (POSTA) | GPO NAIROBI,

- User training and help desk services.
- Hardware and software Maintenance.
- User support and system maintenance in all Posta branches in Kenya.
- Basic network configuration and management

EDUCATION.

SEP 2011- DEC 2014

BACHELOR OF BUSINESS INFORMATION TECHNOLOGY | MERU UNIVERSITY OF SCIENCE & TECH.

CERTIFICATIONS:

- BBIT - SECOND UPPER DIVISION.

APR 2019 - ONGOING.

CISCO CERTIFICATES | KENYATTA UNIVERSITY/ CISCO NETWORKING ACADEMY

CERTIFICATIONS:

- CYBERSECURITY ESSENTIALS -PASS
- INTRODUCTION TO CYBER SECURITY-PASS
- CCNA 1 -INTRODUCTION TO NETWORKS -PASS
- CCNA 2: ROUTING AND SWITCHING ESSENTIALS -PASS

AUG 2022- APR 2023

PYTHON FULL STACK WEB DEVELOPER | UDEMY ONLINE COURSE | AUG 2022-APR 2023.

CERTIFICATIONS:

- FRONTEND DEVELOPMENT - HTML, CSS, JAVASCRIPT, BOOTSTRAP & JQERRY- PASS
- BACKEND DEVELOPMENT – PYTHON AND DJANGO -PASS
- DEPLOYMENT AND HOSTING -PASS

JAN 2015- NOV 2015.

CPA | EMBU COLLEGE OF PROFESSIONALS

CERTIFICATIONS:

- CPA SECTION 2 -Pass

JAN 2007 – NOV 2010

KCSE | IKUU BOYS HIGH SCHOOL

CERTIFICATIONS:

- K.C.S.E B -

TECHNICAL SKILLS.

- Operating Systems: Windows Server, Windows Desktop, Linux, and Centos.
- Python Web Development in Django, HTML, CSS and JavaScript.
- Cloud Services: Office 365, Azure.
- Virtualization: VMware, Hyper-V
- Security: Sophos and FortiGate Firewalls, Intrusion Detection Systems, ESET, Kaspersky Antivirus Solutions.
- Networking: TCP/IP, DNS, DHCP, VPN, VLAN.
- Server Administration: Active Directory, Group Policy, Exchange Server.
- Cybersecurity
- Enterprise Software (SAP, Microsoft Dynamics).
- Quick Problem Solving.
- Team Leadership
- Strong interpersonal and Communication skills.
- ICT technical support.

ACHIVEMENTS AND ACTIVITIES.

- Full Stack Web development in Python and Django for SBC Kenya Ltd Website (On going Project)
- Migration of ERP and AD Server to host in Microsoft Azure Cloud (November 2022)
- Migration of Email exchanger to host in Microsoft office 365 cloud. (April 2021)
- Project manager in the PEPSI (SBC) KENYA Sales Force Application (April 2020) in conjunction with GS1 Developers. The App automates the sales processes and incorporate bar code technology to keep track of beverage fridges in the market.
- Configuration of SBC (PEPSI) GRE Tunnel from Kenya, Tanzania, Ghana, and Nigeria (December 2019). The Tunnel is converged with voice and data.
- Set up, installation and configuration of Sophos XG Firewall (Oct 2019) in SBC KENYA and SBC TANZANIA.
- Successful migration of Local ERP and Email exchanger servers from PEPSI (SBC) TANZANIA to PEPSI (SBC) KENYA (AUG 2019).

OTHER TRAININGS AND SEMINARS

- December 2018- Sophos XG training (Online Based)
- November 2018-Silver Resource International training –Mentoring and management Development (Certified). Held in SBC KENYA LTD.
- September 2018-Newsonic Fire marshal Refresher Training (Certified).

HOBBIES AND INTERESTS.

- Adventure travelling
- Playing badminton.
- Watching Documentaries.
- Swimming.

REFERENCES

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