

MARVIN ZACHARY

P.O.BOX 19708-00100 Nairobi | +254716240746 | marvinzachary83@yahoo.com

PERSONAL DETAILS

Date of Birth	13/11/1994
Nationality	Kenyan
Gender	Male
Marital status	Single

ATTRIBUTES

- ✓ I am a self-motivated achiever who is dedicated and committed to success and adopt at juggling multiple tasks in a high-pressure environment.
- ✓ I have the ability to meet deadlines.
- ✓ A team builder.
- ✓ Good at time management.
- ✓ Enthusiastic & quick Learner

COMPETENCE

- ✓ Able to adhere to organization's policies, procedures and systems.
- ✓ Able to meet strict deadlines, work with minimum supervision and able to stand the pressure in a multicultural environment.
- ✓ Effective self-management in work context of multiple and conflicting priorities and ideas.

SKILLS & ABILITIES

- ✓ Back end and frontend developer
- ✓ Data management and analysis
- ✓ Understanding and able to apply a priority matrix
- ✓ Impeccable Interpersonal skills
- ✓ Very Objective in my decisions
- ✓ Effective Communicator
- ✓ Website management,
- ✓ Enthusiastic & quick Learner
- ✓ Report generation
- ✓ S.M.S system management
- ✓ Lead Trainer /facilitator
- ✓ Team leadership

EXPERIENCE

November 2017- June 2018 Child online safety coordinator, Nairobi Kenya, Infoage Concern.

My main role was to come up with a sustainable and interactive model to be used during the training sessions in various learning institutions. I also managed to achieve the following:-

- ✓ Train the trainers.
- ✓ Organize training sessions.
- ✓ Advocate to Training in Various learning Institutions.

May 2017- June 2017 Enumerator, Nairobi Kenya, Save the children partnered with Herald Consultants.

- ✓ Interview respondents during the survey on situation analysis and baseline study on adolescent sexual reproductive health and rights project in Bungoma County.
- ✓ Used priority matrix to identify who should be interviewed in the household and decide if any of the residents meets the guidelines for selection of a person for the project survey.
- ✓ Rephrase questions using designated local terms and names from lexicon developed during training workshop.

May 2016- September 2016 Lead facilitator, Nairobi Kenya, Global peace Foundation.

- ✓ I was a facilitator at Global peace foundation where we managed to train a total of 1600 High schools across Kenya on child online safety.
- ✓ We also trained Mothers across the country on computer literacy during the times laptops were provided to children by the government. Intel partnering with Global Peace Foundation.
- ✓ Computer user support and computer maintenance.
- ✓ Website management and development.

September 2015- December 2015 ICT Department Intern, Nairobi Kenya, Kenya Red Cross.

My responsibilities as an Intern in ICT department included supporting Website development, Computer maintenance and user support. I also achieved the following:-

- ✓ Front end and Back end maintenance for the Kenya Red Cross website.
- ✓ Updated the current situation during the Elnino disaster on our Kenya Red Cross website.
- ✓ Developed the ICT department Website.
- ✓ Edited pictures to be uploaded on Kenya Red Cross website and social media platforms.
- ✓ Created invitation Flyers used in Kenya red cross events.

August 2014- December 2014 Voluntary work, Mukuru slum development project, South B, I.T and assistant data officer.

My responsibilities were:-

- ✓ Data management and analysis,
- ✓ user support
- ✓ computer maintenance
- ✓ website management
- ✓ network administration
- ✓ S.M.S system management
- ✓ S.M.S system trainer/implementer.

EDUCATION

September 2017-Present

Bachelor of Business Information Technology, Nairobi Kenya, **Strathmore University**.

September 2013-December 2016

Bachelor of Science Informatics, Nairobi Kenya, **Moi University**.

COMMUNICATION

I consider myself an effective communicator. I speak fluently and have excellent writing skills. Working in a Global Peace Foundation also helped me build my speech and presentation skills. In addition to this I'm also very emotionally intelligent, I have learnt to notice the unspoken words. This has helped get along and adapt to any social setting very fast.

REFEREES

1. MR. William Kamau
Mukuru Slum Development Project
Cell (+254) 723 637 548
I.T and Data Officer
2. Miss. Mulki Nah
Kenya Red Cross
Cell (+254) 22861769
Social Media and Backend Website Developer
3. Miss. Diana Kwamboka
Global Peace Foundation
Cell (+254) 16385181
Education Director
4. Caroline Amollo
Infoage Concern
Cell (+254) 03449111
CEO