THOMAS KIUMI MUTAVI

Bachelor's Degree in Computer Science

CONTACT INFORMATION

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BIO DATA

Gender   Male

D.O.B   1994

Nationality   Kenyan

Marital Status Single

Language   English & Swahili

EDUCATION BACKGROUND

Bachelor's Degree in Computer Science.
Moi University
Graduated on 19-12-2019
Attained Second Class Honors
Lower Division Degree

Certificate of IT Administration *Indian Institute of Hardware Technologies (Westlands) Date 2018*

Certificate of Secondary Education
Mukaa Boys' High School
2010-2013
Attained B+ (plus)

PERSONAL PROFILE

I am a confident, highly driven individual in information technology and software engineering niche, with practical hands-on computer maintenance and servicing, troubleshooting and experience in user support and system installations and configurations. I am also an experienced programmer specializing with Web Development with Python Django

Resourceful and proactive, I combine effective communication skills with detailed technology knowledge to identify and troubleshooting IT issues, and deliver a satisfactory outcome for the company whilst working alone and as part of a larger team. I am currently looking for an opportunity to further my career within the IT sector.

WORKING EXPERIENCE

Anti-Counterfeit Agency

10-08-2017 10-11-2017
Duties and Responsibilities –

- Installation, configuration, and maintaining computer systems.
- Email support, setting up new users' accounts and profiles and updating email signatures.
- Social Media management.
- Troubleshooting system and network problems and diagnosing and solving hardware or software faults and replacing parts as required.
- Supporting the ERP system.
- Establishing a good working relationship with customers and other professionals, such as software developers.
- Proactively assist in backup and recovery operations by assisting in maintaining and monitoring backup equipment and data.
- Liaise with ICT officer to keep track of ICT inventory.

Certificate of Primary Education
Kathuma Primary
School From 2001-2009
Attained 330 marks

SKILLS

- ☐ Proficient at User support.
- ☐ Software and hardware management.
- ☐ Sharp networking skills.
- ☐ Office packages.
- ☐ Leadership skills.
- ☐ Administrative and interpersonal skills.
- ☐ Customer satisfaction and expectations management.
- ☐ Monitoring and evaluation skills.
- ☐ Analytical and methodical when approaching problems.
- ☐ Patience and Attentiveness.
- ☐ Clear communication skills.
- ☐ Excellent organizational skills.
- ☐ Time management skills.
- ☐ Persuasion skills.

HOBBIES

- ☐ Playing football
- ☐ Travelling
- ☐ Cooking

- User support
- Software installation and customization
- Network management including network troubleshooting, cable termination and trunking.
- Hardware management including replacement of computer parts, blowing of machines, and troubleshooting for hardware problems.
- Helping in migration and upgrading to the new system.

Ministry Of Lands and Physical Planning
Data Clerk
Feb 2020 to Date
Duties and Responsibilities –

- Data entry.
- Data validation.
- Filing back of Data.
- Data automation using data capture software.
- Files Scanning.

Other Skills

I am a skilled Web Developer with experienced with the following programming languages

- Python
- JavaScript
- Django
- Php
- HTML
- CSS

Portfolio Projects

- Lift sharing system (Python, Django,Bootstrap)

- Point Of Sale System (PHP, JS, Bootstrap)

- Developers Meet-Up Point (Django,Python,Bootstrap

REFEREES

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