

CURRICULUM VITAE

Personal Data

Name: Muwanguzi Derrick Kawuki
Nationality: Ugandan
Gender: Male
Marital Status: Single
Date Of Birth: 17th January, 2002
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Objective

Results-driven IT professional with a strong foundation in information systems and technology. Aiming to utilize my expertise in IT/IS planning, implementation, and management to drive digital transformation and optimize business performance. Passionate about staying up-to-date with industry advancements and applying technical knowledge to solve business challenges.

Education Background

Year	Institution	Award
2025	Makerere University	Bachelor's Degree (Hons)
2020	Wits College, Wakiso	UACE
2018	Duhaga Secondary School, Hoima	UCE
2014	Kaasons Primary School, Kiboga	PLE

Work Experience

a. Position: IT Support Officer

Institution: Hava Naturals Uganda

Date of Appointment: 25th March 2024 – Up to date

Summary of Duties:

- Installing, configuring and maintaining the Quantum Resonance Magnetic Analyzer, Scanners, Printers and operating system software.
- Assist in setting up new workstations for employees.
- Providing technical support, training employees on IT best practices, such as secure password management and phishing awareness.
- Developed the company website and electronic media management such as radio talk show posters and advertisement flyers.

b. Position: IT Officer – Organizing Secretariat

Institution: Government of Uganda (East Africa Investment Forum & Trade Exhibition, NAM, and Third South Summit)

Date of Appointment: 15th - 22nd January 2024

Summary of Duties:

- Provided critical IT support for three high-profile international summits attended by global leaders and dignitaries.
- Managed electronic meeting schedules, document printing, and delegation materials, ensuring seamless coordination.
- Troubleshoot and resolved hardware and software issues, ensuring uninterrupted operations for the secretariat.
- Oversaw VIP delegate logistics, including secure document handling and distribution of conference materials.
- Worked closely with event coordinators and international representatives to ensure smooth operations.

c. Position: Systems Administrator (Intern)

Institution: Ministry of Foreign Affairs

Date of Appointment: 20th June 2023- 22nd January 2024

Summary of Duties:

- Installing, configuring, and maintaining computer systems, networks, and infrastructure.
- User management and support.
- Troubleshooting and resolving technical issues.
- Implementing backups and disaster recovery procedures.
- Electronic media systems and multimedia management.
- Customer care agent
- Documentation and reporting.

d. Position: Oracle Certification (Trainee)

Institution: Makerere University

Date of Appointment: 3rd September 2022- 5th October, 2022

Summary of Duties:

- Application development using Oracle 11g
- Updating databases

e. Position: CCNA Certification (Trainee)

Institution: Makerere University

Date of Appointment: 3rd September 2022- 5th October, 2022

Summary of Duties:

- Configuring Networks
- Creating Subnets according to organisational requirements

f. Position: Studio Operator

Company: KEBHA Digital Images

Date of Appointment: 17th April, 2021 - 2nd January, 2022

Duties and Responsibilities:

- Data management
- Field supervisor

Skills

- Technical knowledge of operating systems and infrastructure
- Programming languages: HTML, CSS, C++ and JavaScript
- Database Systems: Oracle, MySQL and Firebase
- Networking and Security Management
- Familiar with Electronic Media Systems and Multimedia
- Problem-solving, analytical, communication and interpersonal skills
- Attention to detail and organisational skills
- Ability to work under pressure and meet deadlines
- Continuous learning and professional development

Hobbies

- Technology Research
- Playing Football
- Travelling

Languages

- English (fluent)
- Luganda (Native speaker)
- Runyoro-Rutooro (proficient)

Referees

Dr. Nakakawa Agnes
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CIT, Makerere University
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Declaration

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness of the above-mentioned particulars.