

**SOPHIA NAKHANU**

**Email:** [nakhanusophia99@gmail.com](mailto:nakhanusophia99@gmail.com)

**Contact:** +254798126282.

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## **PERSONAL PROFILE**

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A highly motivated Bachelor of Technology in Electrical and Electronics Engineering graduate with experience in project coordination, site operations and technical reporting. Currently employed at N&C Engineering Ltd as an administrator and project coordinator. Skilled in data logging, electrical inspection and RMU services, with a certification in PLC Programming from Alison, reflecting a strong commitment to continuous learning and technical growth.

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## **EDUCATION**

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**2020–2024**

**Murang'a University of Technology**

- Bachelor of Technology in Electrical and Electronics Engineering

**2016–2019**

**St. Elizabeth Girls Secondary School**

- Kenya Certificate of Secondary Education (KCSE), Grade: B Plain

**2007–2015**

**Mawe Tatu Primary School**

- Kenya Certificate of Primary Education (KCPE), Marks: 312

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## **CERTIFICATION**

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- **PLC Programming Certification**, Alison Online Platform

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## **KEY SKILLS**

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- **Software:** Excel, MS Word, Publisher, Proteus, AutoCAD
- **Technical:** Problem-solving, attention to detail, electrical inspections, time management
- **Communication:** Proficient in English and Swahili; strong written and oral skills
- **Project Management:** Scheduling, reporting and resource coordination

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## **PROFESSIONAL EXPERIENCE**

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**January 2024–Present**

**Administrator and Project Coordinator, N&C Engineering Ltd**

- Managed company project reports with precision and accuracy.
- Coordinated project schedules and resources to meet deadlines.
- Conducted site work, including data logging, electrical inspections and RMU services.
- Liaised with stakeholders to ensure smooth communication and resolve on-site challenges.

**May–July 2023**

**Industrial Attachment, Kenya Power and Lighting Company (KPLC)**

- Operated and maintained distribution lines and transformers.
- Responded to electrical emergencies and conducted underground cable analysis.
- Supported commercial services and monitored electrical plants.

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## **REFERENCES**

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Available upon request.