

OMONDI ALEX

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SUMMARY

Self-motivated Computer Technician and a Computer Security Specialist, passionate about software development. Experienced in web and Android development, database management, and Microsoft software usage. Skilled in IT technical support, project documentation, and [Virtual Assistant](#) tasks. Proficient in diverse applications and tools for admin support work. Competent in tasks such as email marketing, graphic design, content writing, travel research, and customer service. Currently pursuing an MSc in Computer Security as a Bending Spoons Scholar and Master Card Scholar at Africa Institute of Mathematical Sciences in Senegal.

KEY AREAS OF EXPERTISE

- Developing and Creating programs and Apps e.g., logistic apps and e-commerce.
- Administering Accounting systems, ERP, Antivirus services, data backup/restore, user accounts, and corporate mail.
- Designing and implementing content management systems such as WordPress and Joomla
- Monitoring, operating, managing, and troubleshooting network infrastructure.
- Formulation and implementation of the ICT policies and procedures.
- Analyzing clients' problems and designing systems that offer solutions using modern technologies.
- Setting up, installing, configuring, troubleshooting, and maintaining virtual servers.
- Providing IT support physically and remotely through TeamViewer and helping solve software problem resolutions and documentation.
- Handling ICT queries and attending to clients on various ICT aspects both online and offline
- Overseeing the day-to-day operations and coordinating special projects including connecting for LAN and WAN, Hardware and Software System installation, troubleshooting, and maintenance.
- ICT End User training and documentation.
- Maintaining up-to-date Antivirus levels on all machines across an organization.
- Managing and monitoring backups in multiple locations where necessary
- Business and project report development.

SUCCESSFUL PROJECTS

- Developed an E-Commerce website www.mamagas.co.ke.
- Currently finalizing on rugby club website www.emburfc.com.
- May – August 2019 and June –December 2021: Worked on a school project helping develop the database and providing ICT support to the students and administration staff.
- January – December 2022 Supported Jo Africa Online in maintaining their websites, digital marketing, and developing advertisement materials www.joafrika.com.
- Currently Developing an E-Commerce Android Application
<https://www.figma.com/file/dfWGXMyHPxlbwOJ1HNRHDh/gas?node-id=0%3A1&t=zBf4ceCrc2tHHHfA-1>.

TECHNICAL SKILLS

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|--------------|------------|
| ▪ Hardware | ▪ Software |
| ▪ Networking | ▪ Graphics |

LANGUAGES AND TECHNOLOGIES COMPETENCIES

▪ React ▪ Java ▪ Python ▪ PHP ▪ Kotlin ▪ R ▪ Cyber Security

▪ AWS ▪ Git ▪ Shell ▪ Bash ▪ Laravel ▪ CMS Softwares

▪ Databases: Mongo DB, MYSQL, and Firebase

EDUCATION

Africa Institute of Mathematical Sciences - Senegal **October 2023 – To date**
CoOp Master Program (Computer Security)

YPMP – Virtual & On-site **January 2023 – November 2023**
Young Professional Mentorship Program

ALX Africa – Virtual **June 2022 – June 2023**
Full Stack Software Engineering Program

Google Africa Developer Training Program – Virtual **August 2022 – March 2023**
[Android Development](#)

Kirinyaga University – Kirinyaga, Kenya **September 2018 – October 2022**
[Bachelor of Computer Science](#)

ALX Africa – Virtual **June 2022 – September 2022**
[Virtual Assistant](#)

Ndiru Mixed Secondary School - Kisumu, Kenya **2014 – 2017**
KCSE

Ojwach Primary School - Siaya, Kenya **2005 - 2013**
KCPE

WORK EXPERIENCE

ICT Officer Intern **February 2023 - To date**
Ministry of Education, State Department for Basic Education – Kisumu, Kenya

Virtual Assistant **January 2019 - To date**
Freelancer

ICT Officer Intern **July 2022 - September 2022**
Ministry of Sports, Culture, and Heritage – Nairobi, Kenya

Networking Technician and Graphic Designer Intern **December 2020 - February 2021**
Sam Oyugi Solutions LTD – Kisumu, Kenya

REFERENCE

▪ Upon Request.