CURRICULUM VITAE
OYOO JERRY STEVE

PERSONAL DETAILS:

Name   :   Oyoo Jerry Steve.

Address   :   P.O. Box 107, Sare-Awendo

Telephone No :   +254 717523167

Nationality   :   Kenyan

Email Address: oyoojerry@gmail.com

Language Ability: English and Kiswahili

KEY SKILLS

- Proficiency in Computer Packages – Kenya National Examination Council (KNEC).
- Networking and network set-ups, CCTV installation
- Computer maintenance and Repair
- Artificial Intelligence prompt engineer
- Search Engine Optimization (SEO)
- Graphic design and video editing using Canva Software
- Basic programming; Html, CSS, Java script, Java, C, C++, C#, Python
- Git and GitHub
- Cyber security and Osint frame work.

AWARDS:

- A certificate for being best student leader, a class representative and school representative
- A certificate for being elected as vice chairperson to school spiritual leader at Homa Bay High School.

PERSONAL ATTRIBUTES:

- Excellent written and verbal communication skills;
- Experience in group mobilization and ability to employ participatory techniques in a team environment;
- Open-minded, diplomatic/ tactful, and observant of physical surroundings and activities;
- Persistent and focused on achieving objectives;
- Good interpersonal skills;
- Leadership and Problem - solving skills

EDUCATIONAL BACKGROUND:

5th September 2022 - 6th December 2024
MOUNT KENYA UNIVERSITY
DIPLOMA IN COMPUTER SCIENCE
Certificate awarded: Diploma in computer science
Grade attained: Credit 1.

13th sept2024-6th December 2024
MOUNT KENYA UNIVERSITY- LEUPHANA UNIVERSITY OF LUNEBURG
STEP-S
Certificate awarded: STEP-S

10th December 2020 – 6th January 2021
WORLD HEALTH ORGANIZATION
HEALTH EMMERGENCIES PROGRAMME
Certificate awarded: WHO COVID-19 Mass gatherings risk assessment training.

7th December 2020 – 5th January 2021
WORLD HEALTH ORGANIZATION
(HEALTH EMERGENCIES PROGRAMME)
Certificate awarded: Emerging respiratory viruses, including COVID-19: Methods for detection, prevention, response and control.

7th October 2020 – 26th October 2020
AFRICAN LEADERSHIP INSTITUTE
Certificate awarded: Equity Financing

5th October 2020 – 25th October 2020
AFRICAN LEADERSHIP INSTITUTE
Certificate awarded: Social Media Campaign

5th October 2020 -25th October 2020
AFRICAN LEADERSHIP INSTITUTE
Certificate Awarded: Innovation Management

28th September 2020 – 30th September 2020
AJIRADIGITAL.GO.KE
Certificate awarded: Online Ajira digital zoom virtual assistant training on virtual assistant.

11th July 2020 – 3rd August 2020
MBELENABIZ BUSINESS PLAN COMPETION/KPMG/MSEA/KYEOP
Certificate awarded: MbeleNabiz online training on business plan preparation

6th July 2020 – 23rd July 2020
ARIFU ONLINE ENTREPRENEURSHIP TRAINING/MSEA/KYEOP
Certificate Awarded: Entrepreneurship training**.**

2019 January – 2019 June:
NATIONAL INDUSTRIAL TRAINING AUTHORITY (NITA) and KYEOP

Programe   :   Certificate in Computer Software, Hardware and IT.

Grade attained: Distinction**.**
2018 October – 2018 November
KENYA YOUTH EMPLOYMENT AND OPPORTUNITIES PROJECT
Certificate awarded: Life skills training and core business skills training.

2009- 2014:
HOMA BAY HIGH SCHOOL

Certificate awarded: Kenya Certificate of Secondary Education (K.C.S.E)

Grade attained: B-(54 points)

2000 – 2008:
Sony Sugar Primary School
Certificate awarded: Kenya Certificate of Primary Education (K.C.P.E)
Grade attained: B- (324 marks)

WORK EXPERIENCE

May 2024 - July 2024
KENYA POWER AND LIGHTING COMPANY
Position: Attaché
Duties, Key Responsibilities and Achievements.
- Repaired and maintained all PCs, laptops and printers increasing efficiency to 90%.
- Did networking including Termination of UTP cat 5 cables using RJ45 connectors
- Managed to do Fiber optic installations, splicing and testing
- Did installation, configuration, and upgrade of Operating Systems and business systems
- Installed antivirus programs to different PCs
- Performed basic server connection essentials
- Joined PC to domain and performed troubleshooting related issues
- Ensured user support and customer care skills are adhered to efficiently.

June 2019 – January 2021
NATIONAL INDUSTRIAL TRAINING AUTHORITY (NITA)
Position: NITA/KYEOP Trainer
Duties, Key Responsibilities and Achievements.
- Managed to efficiently train KYEOP students on computer hardware producing best class and best student nation wide attaining 100% transition to NITA grade 11 training.
- Trained KYEOP students on computer software, git and GitHub, PyCharm and VSCode editors.
- Carried out formative and summative assess trainees and award marks accordingly
- Updated and maintained portfolio of assessment evidence for each trainee
- Managed training equipment and facilities
- Kept and updated trainees' register of attendance

December 2016 – July 2017
PARYTEX ELECTRICAL INSTALLATIONS
Position: Receiver
Duties, Key Responsibilities and Achievements.
- Received the last mile installation materials from Kenya Power
- Conducted marketing for electrical meters installation
- Ensured correct coordinates are keyed in the systems to track the meters
- Managed installation workforce as a team leader
- Managed meters database as installed
- Ensured safety and Proper payment to the meter installers
- Coordinated all the team movements performing installations.

March 2016 - September 2016
SANA INTERNATIONAL
Position: Team leader in Field Research
Duties, Key Responsibilities and Achievements.
- Conducted personal interviews in field surveys covering 100% turn out as was expected.
- Carried out the required observations
- Organized the team's daily activities as the team lead.
- Managed the workforce database
- Ensured correct payments are made to team researchers
- Coordinated all the team movements as I equally headed logistics.

February 2015- November 2015
ABB Kenya Constructions Company
Position: Safety and Health Officer
Duties, Key Responsibilities and Achievements.
- Carried out toolbox meetings each morning.
- Kept the records off the entire workforce within the site for accountability
- Carried out first aid as the safety officer.
- Accessed near miss incidences and shared with site engineer for prompt actions.
- Advised site engineer on near miss areas to be improved on
- Informed all the employees on their work areas and stations
- Managed the payroll database
- Motivated the workforce, ensuring they are all fine and in a state to work.

November 2014 – January 2015
SIGNATURE COMPUTERS SCHOOL
Position: Computer Teacher
Duties, Key Responsibilities and Achievements.
- Taught Computer Packages
- Offered cyber cervices
- Managed internet and Wi-Fi services
- Marketed the School by creating designs and shearing on social media.

SOCIAL INTERESTS:

- Programming, Reading, watching movies, listening to music, travelling and networking.

CAREER OBJECTIVES:

1. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

2. A highly organized and hard-working individual looking for a responsible position to gain practical experience.

3. To make use of my interpersonal skills to achieve goals of a company that focuses on customer satisfaction and customer experience.

REFEREES:

1. Mrs Ann Ondiba
   Head of Department IT
   Mount Kenya University
   0705975808.
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2. Mrs Linda Sawe
   Lecturer
   Mount Kenya University
   0720277403
   lynsawe@gmail.com

3. Mrs Mary Gachoki
   Attaché Supervisor
   KPLC
   0720952814
   mgachoki@kplc.co.ke