

Preston Kibet

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EDUCATION

Austin Peay State University. **Clarksville - TN, USA** **2023**
Master of Science in Computer Science and Quantitative Methods.

Concentration: Predictive Analytics.

Relevant Courses:

- Statistical and Probabilistic Reasoning.
- Data Management Concepts.

University of Eldoret **Eldoret - KEN** **2019**

Bachelor of Science in Actuarial Science (Second Class Honors -Upper Division).

Project in Predictive Analytics: "Economic Development as a Long-Term Contraceptive Measure: A Cross Sectional Analysis of Real per Capita Gross County Product against Fertility in Kenya's 47 Counties & their Forecasts to Year 2030."

Relevant Courses:

- Database Management Systems and Data Analysis.
- Statistical Inference.
- Statistical applications and Computer Programming (HTML, C++, SQL, R, Python, JavaScript, STATA, SPSS).
- Probability and Statistics.
- Financial & Actuarial Mathematics.
- Time Series Analysis.
- Calculus & Algebra.

University of Kabianga **Kericho - KEN**

Certificate in Computer Systems Technology.

Relevant Courses:

- MS Excel
- MS Access
- MS Powepoint

WORK EXPERIENCE

Austin Peay State University, Housing Office. **Clarksville - TN, USA** **Spring 2022-Present**
Student Assistant.

- Utilize Microsoft Outlook daily to schedule appointments between the Housing Office's Director or Administrative Assistant and the students or clients.
- Answer incoming phone calls and greet visitors with clear voice and friendly attitude.
- Check-out loaner room keys (log in/out computer) and deliver, pick up mail and receipts twice daily.

Supplementary role based on IT & Data Science skillset:

Data Analyst.

- Perform optimized SQL queries in MS-SQL, to generate & present to my supervisors at the Housing Office, detailed weekly, monthly, or yearly occupancy and revenue reports on APSU's 11 residential halls.

Tophill Hospital-Brain and Spine Centre. **Eldoret - KEN** **2019-2021**
Administrative Assistant at a Level 5 Hospital.

- Facilitated the successful documentation of medical & surgical success stories by popular Newscasting Firms such as KTN, KassTV, Citizen etc. that led to the immortal digital and physical paper features of Tophill Hospital.
- Delegated and coordinated roles to staff including doctors & nurses, ensuring 100% capture of biometric data of clients served during wellness outreach programs.
- Effectively oriented the teams to early departures, reducing late site arrivals by 95% and surpassing of targeted numbers of delighted clients by 100%.
- Ensured that necessary inventories and branded gifts were ready a day or more before assignment dates to guarantee the success of outreach programs.

Supplementary roles based on IT & Data Science skillset:

Data Analyst.

- Utilized SQL querying codes in MS Access to generate lists of non-performing debtors, saving the credit control committee up to 48 hours weekly and the institution up to 70% in terms of labour costs.
- From the hospital's Medicenter (HMIS), I extracted the debtors', payroll, and mortality rate data on a weekly basis, performed any required data cleansing to transform the raw data into a consistent format, and populating the data in MS Excel & MS Access, for efficient and fast data querying.
- Wrote MS-Excel codes, SQL codes, came up with ER-diagrams, and relational schemas for the development of the first debtors', payroll and mortality rate database and template, that aided in bringing down upto 90% of credit errors and inadvertently saved the institution on money, time and resources.

Front End Web Design: using Wordpress, Elementor, HTML & CSS, created a modern design website tophillhospital.com, secured it using 2FA, and performed regular cloud back-ups.

Social Media Management: 8000+ Facebook likes in a year, utilizing Facebooks ads, SEO posts, and quick reply templates.

IT Support: IT server room administration, cloud & physical backups, ensuring continuity in data transfer especially of radiology imaging i.e MRI, CT scan & X-Ray.

Design, Photography and Videography: Designed the company's informational 40-page booklet, updated company profile documents, social media post images, posters, brochures, flyers, staff ids etc. using photo/video editing softwares such as Canva, Adobe Photoshop and CorelDraw, Adobe Premiere, Wondershare etc.

Front Desk Representative: Maintained confidentiality of client information, used positive language, practiced self-control, patience, and empathy.

WORK EXPERIENCE

Kenya National Bureau of Statistics (KNBS).
Enumerator

Kericho - KEN

August 2019

- Operated an electronic census enumeration tablet in the first ever paperless, mobile technology assisted door to door census where information was instantly transmitted to a central database, resulting in the fastest census exercise in Kenya's lifetime.

Jubilee Insurance Company Limited.
Attaché

Eldoret - KEN

May 2018-July 2018

- Made use of pre-coded MS Excel insurance premium calculating templates daily, to provide comprehensive financial and policy advice to clients saving them 50% more time and energy than using traditional means.

SKILLS

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| <ul style="list-style-type: none">Database systems, data analytics, data security, data backup and data science (ERPs, HMIS, Firewall, AWS, Azure etc.)IT Support management.Front-end web design (WordPress, HTML, C++ etc.).Remote access & troubleshooting (Anydesk, TeamViewer etc.). | <ul style="list-style-type: none">ICT server room administration.Social media management.Statistical software (SPSS, R, STATA etc.)MS Office suite (Outlook, Excel, PowerPoint, Access etc.)Virtual meeting setup (Zoom, MTeams, GMeet etc.) | <ul style="list-style-type: none">Mathematics & Statistics.Programming languages (SQL, JavaScript, Python)Marketing & SEO (Search Engine Optimization).Video/photo editing (Adobe Photoshop & Adobe Premiere)Process automation, AI & Machine Learning (AWS, TensorFlow.) |
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RESEARCH EXPERIENCE

Kenya National Union of Teachers (KNUT) Covid-19 Advisory Team.

May 2020-August 2020

Report: "A Multi-Agency Report on Effects of Coronavirus (COVID-19) Pandemic on Education-Mitigation Measures, Analysis and Recommendation on Reopening of Schools, Colleges & Universities."

Data Analyst.

- Detected through MS Excel's simple linear regression codes and graphing, a strong mathematical correlation between high transmissions levels of COVID-19 and the premature school reopening schedules, that helped inform the report which kept the Covid-19 transmission levels low and manageable in Kenya.

Mugun Enterprises Ltd.

December 2020

Feasibility Study: Commercial Viability of a Bamboo Farm utilizing Tissue Culture.

Business Planner.

- Prepared a business plan over a period of one month whilst collaborating with research and scholarly institutions such as KEMRI, Egerton University and University of Eldoret in conducting a feasibility study that led to an award of \$10,000 loan to Mugun Enterprises Limited: a Bamboo Farm and Tissue Culture lab in Eldoret, Kenya.

VOLUNTEERSHIP

Kuza Afrika Initiative.

July 2018-Present

Mission: Kuza Afrika Initiative aims to empower children and youth in rural Kenya through access to healthcare, education, and information communication technology (ICT).

Translation Coordinator.

- Effective English translation of Kalenjin words, spoken by the children of marginalized rural Baringo, to the volunteer medical practitioners and nurses from the USA, resulting in up to 99% reduction of diagnosis of diseases errors.

MEMBERSHIP AND ACADEMIC GROUPS

- Austin Peay State University English as a Second Language Institute (APSU ESL).
- UEMA (University of Eldoret Mathematics Association).
- UEASA (University of Eldoret Actuarial Science Association).
- Actuarial Science Society Association of Moi University (ASSAMU).

RESEARCH INTERESTS

- Brain-Computer Interfaces
- Deep learning in Radiology
- Artificial Intelligence in Medicine.

REFEREES

Dr. Argwings Otieno, PhD
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School of Science,
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Relationship: University Lecturer and Department Head University of Eldoret.

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Relationship: Hospital Accountant.

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Relationship: Hospital Manager