

CARRICULUM VITAE

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Nationality : Kenyan

OBJECTIVE

To be part of a dynamic and progressive organization that offer challenging work environment where one can utilize energies and competence in a positive direction and contribute towards overall objective of the organization.

I am willing to relocate anywhere in the following field,

- I.T
- General service administration
- Logistics
- Human resource management

PERSONAL STATEMENT

A bright, talented and ambitious I.T supportive technician with a strong technical background who possess a self –discipline and ability to work with the minimum supervision and also time conscious, having experience to a wide range of technology combined with business and able to play a key role in diagnose hardware and software problem to ensure that the quality solution meets the business objective. Possessing a good team spirit, deadline oriented and having the ability to organize and present complex solution clearly and accurately both within my profession and outside.

ACADEMIC QUALIFICATION

- 2015 – 2018: Jomo Kenyatta University of Agriculture and Technology. Bachelors in Business Information Technology (BBIT); Second class upper.
- 2013 – 2015: Mount Kenya University. Diploma in Business Information Technology. (DBIT); Grade – Credit.
- 2011 – 2013: Excel Institute of Professional Studies - Kitale Campus. Diploma in Human Resource Management; Grade – Pass.
- 2010 – 2011: Dalc Education Centre, Kitale. Certificate in Information Communication Technology (CICT); Grade – Credit.

- 2009 – 2010: AA Driving School. Driving License.
- 2006 – 2009: Kwanza Friends Secondary School, Kitale. Kenya Certificate of Secondary Education (KCSE); Grade: C-
- 1997 – 2005: Kibomet Primary School. Kenya Certificate of Primary Education (KCPE). Marks 318/500.

CAREER HISTORY

1. Internship–Lecturer, Cambridge Universal College
May 2018/October 2018

Duties and Responsibilities

- Lectured the student on advance packages and business
- Web development
- JavaScript and C++
- Network installation and configuration, entrepreneurship
- E-commerce
- Software development and design and PHP.

2. Internship–Office of the District Commissioner, Human Resource Management
16th January 2012 - 5th April 2012

Duties and Responsibilities

- Personnel records
- Computation of leave forms
- Handling Client's Complaints
- Induction of new staff

Additional Information,

1. Tour guide and driver: Blessed Safaris Tour Company, Kitale.
2. Volunteer Services: Living Mercy Initiative, Kitale.
3. Volunteer services: Trans Aid Africa (NGO), Kitale.

Language Proficiency

- English
- Swahili
- Luhya

HOBBIES

- Researching
 - Reading
 - Swimming
 - Socializing
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REFEREES

1. **MR. JACOB MISIKO NAIYOLE**
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