JOSEPH MWANGI WAMUGA

(Bsc IT, ICDL, CCNA, Certified Professional Trainer, Dip (HRM) Dip (IT),TVET(Israel)Web Apps (India))

CAREER OBJECTIVE

To work and provide solutions in Project Management, Human Resource Management, Information Technology management, Education and Youth Development through my skills, knowledge and expertise.

MOTIVATION   To do my very best in what I do so that when people think about it, they think about me.

PERSONAL DETAILS

Name: Joseph Mwangi Wamuga

Date of Birth: 23rd November 1981

Nationality: Kenyan

Passport No: AK0466234

ID No: 22170307

Marital Status: Married

Religion: Born Again Christian

Email: joewamuga@gmail.com

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Postal Address: P O Box 2962, Nakuru 20100.

EDUCATION BACKGROUND

BSC IT

June 2010 – April 2012 - JKUAT

Bachelor of Science **Degree in Information Technology**.

Jomo Kenyatta University of Agriculture and Technology

Skills Learned;

- Software Engineering – applications and websites
- Network Design, Setup and Maintenance
- Computer and Information Systems Security

DIP HRM

2008–2010 Kenya Institute of Management

Enrolled and trained in **Diploma in Human Resource Management** at the Kenya Institute of Management and passed with Upper Credit

Skills Learned include

Orientation & On-Boarding	HR Program/Project Management
Staff Recruitment & Retention	Training & Development
Employee Relations	Performance Management
Alternative Dispute Resolution	Organizational Development
Benefits Administration	HR Department Startup

HR Policies & Procedures   Employment Law

DIP I.T	**2000-2001 JKUAT** Trained at Jomo Kenyatta University of Agriculture and Technology for two years **Diploma in Management and ICT**. **Passed with Credit** **Skills learned include**

Webdesigning	Project Management
MS Office Suite	Applications Programming
Graphics Design	Network design & setup
Strategic Management	Marketing Management

KCSE	**1995 - 1998 Koelel High School Gilgil.** Kenya Certificate of Secondary Education. Passed with Grade C.
KCPE	**1987 - 1994 Kamoronyo Primary School, Nakuru.** Kenya Certificate of Primary Education

INDUSTRY & PROFESSIONAL CERTIFICATIONS

DIPLOMA IN EDUCATION MANAGEMENT	**Feb to December 2017** – Enrolled at KENYA EDUCATION MANAGEMENT INSTITUTE (**KEMI**) For a Diploma in Education Management.
ICDL	**May 2011** Successfully passed International Computer Driving License Exams
CISCO ITE/CAI	**March 2011 -** Trained at Kenyatta University Cisco Academy on IT Essentials and also trained as a Cisco Academy Instructor
CCNA	**2005-2007** - Trained at Egerton University Nakuru Town Campus for Cisco Certified Network Associate
CERTIFIED PROFESSIONAL TRAINER	**May 2012 – Nov 2012** – Trained at the Institute of Human Resource Management as an Instructor and earned Certified Professional Trainer Qualification from IHRM.
CISCO INSTRUCTOR TRAINER	**2012 – 2014** – Trained at Africa Advanced Level Telecommunications Institute (AFRALTI) as A Networking Academy Instructor for Network Engineering Courses.
CCNA CERTIFICATION	**January 2015** – Sat for the **Cisco Certified Network Associate** Examinations and got Certified as a Network Engineer by Cisco Systems inc. USA.

CERTIFIED TRAINER	**June 2016 –** Enrolled for Certified Trainer Course at **Charles Sturt University Australia** and successfully completed and got certified.
TVET	**January-Feb 2017 –** Trained in **Israel** on Technical & Vocational Education & Training program, at the Ofri Centre, in Jerusalem.
ADVANCED CERTIFICATE IN DESIGN OF EDUCATION APPLICATIONS USING WEB TECHNOLOGIES	**September 25th – 22nd November 2017 –** Attended a two months intensive course at the National Institute of Technical Trainers and Research in Chennai, India on Design of Education Applications using Web Technologies. Technologies covered include HTML5, CSS3, PHP, Javascript, Bootstrap, MySQL and Content Management Systems
TVET TRAINING & ASSESSMENT AND RECOGNITION OF EXISTING SKILLS AND KNOWLEDGE	**August 2019 – November 2019 –** Attended three weeks training in Kenya School of Monetary Studies, 6 weeks online and three weeks at Queensland University of Technology in Brisbane Australia on TVET Trainer Development course.

WORKSHOPS AND SEMINARS ATTENDED

NGO LAWS AND DEVOLUTION	**Nov 2011 –** attended a seminar facilitated by Projects & Allied Consultants and Finnish Embassy on NGO laws, employment and labor laws, and devolution in Kenya.
SOCIAL AUDIT	**May 2011 –** Attended a workshop on Social Audit facilitated by Embassy of Finland and Egerton University
BUSINESS PROCESS OUTSOURCING TOT	**Jan 2011 –** Attended a Business Process Outsourcing Training of Trainers course at Africa Nazarene University.
DEVELOPMENT IMPACT MONITORING & EVALUATION	**Nov 2010 -** Attended a training workshop facilitated by Development Frontiers and the Embassy of Finland on Projects Monitoring and Evaluation
WIRELESS NETWORKING FOR SMALL BUSINESSES	**Feb 2010 –** enrolled in an online class (E-Learning) on wireless networking for small businesses course and successfully completed.
LEADERSHIP LEGACY, STRATEGIC PLANNING & RESOURCE MOBILIZATION	**Mar 2010** Attended a training workshop facilitated by Poverty Eradication Network (PEN) and the Embassy of Finland on Leadership legacy, strategic planning on succession, and resource mobilization.
RESOURCE MOBILIZATION	**Nov 2008** - Trained on Resource Mobilization by Development Frontiers in partnership with the Finnish Embassy

LINUX & OPEN SOURCE SOFTWARE	**Aug 2007 –** Attended training at Computers for Schools Kenya (CFSK) on the use of Linux Operating system as well as on the use of open source application software.
COUNSELING SKILLS	**Jan 2007 –** Trained on Group Counseling skills and personal dynamics by Ermis Africa Counseling Initiative at Centre of Hope, Nakuru.
OTHER COURSES	**By Google, E-Mobilis, British Council**

PROFESSIONAL MEMBERSHIP

AMIHRM	**Associate member of the Institute of Human Resource Management**
ISOC KENYA	**Member of internet society Kenya – Member No: 563545**

PROFESSIONAL WORK EXPERIENCE

PROJECT MANAGER AND PRINCIPAL,

NAKURU TRAINING INSTITUTE

AUG 2008 – TO DATE.

Working as a project Manager for Nakuru Christian Professionals Association and Principal at Nakuru Training Institute (www.ncti.ac.ke)
Duties include

- Day to day running of the NCPA Projects i.e training institute – Nakuru Counseling & Training Institute, Hotel Construction, Medical Camps and Transition Home.

- Writing proposals for donor funding, preparing budgets, yearly action plans, and preparing quarterly, annual and end-of-project reports to the donor.

- Conducting staff appraisals and presenting the same to the Board Chairman

- Pursued for accreditations and affiliations with Universities and national and international examination bodies which was successful.

- Supervision of NCPA activities

- Developing, facilitation and evaluation of various Professional Training Programs targeting cooperate clients (e.g. SPSS, IT, Leadership)

- Have participated in Job analysis and design, person specification, advertising, shortlisting, interviewing and hiring of staff for the project.

- Engaged in the procurement of materials for use in the project for construction, training, hostels e.t.c.

- Conducting advertisements for the institute on newspapers, schools and church visit talks

- Have been the Secretary to the NCPA Board, and Secretariat for all engagements where NCPA is involved on community activities.

- Principal and Secretary to BOG of Nakuru Counseling & Training Institute

- Offering ICT support on our project's network, Website, Social Media Management for the institute, NCPA programs, online marketing & advertisement for our Income Generating Activities i.e. Bus and Car hire, Guest House and Hostels bookings e.t.c

- Facilitation of career guidance to youths in the region

SENIOR ICT INSTRUCTOR/HOD

2002 – AUG 2008

Have worked as an ICT instructor for 7 years at Nakuru Counseling & Training Institute. Duties included;

- Training students at certificate levels

- Facilitating for exams registration with approved bodies and planning for formative assessments during learning

- Maintaining class discipline, engaging in students counseling & guidance

- Preparing schemes of work, lesson plans, training manuals, setting and marking of continuous assessment examinations.

- Advising the Manager on the new courses and technologies in the market for consideration at the institute.

- Has been curriculum Lead for the following courses; Cisco Networking Academy, ICDL, Certificate and Diploma programs for IT courses examined by KNEC and CFSK

Online Certifications

GLOBAL CITIZENSHIP EDUCATION	Offered by Asia-Pacific Centre for International Understanding APCIU 2019
INFORMATION SECURITY AWARENESS - FOUNDATION	Offered by United Nations Department of Safety and Security (UNDSS) 2019
INFORMATION SECURITY AWARENESS - ADVANCED	Offered by United Nations Department of Safety and Security (UNDSS) 2019
INFORMATION SECURITY AWARENESS - ADDITIONAL	Offered by United Nations Department of Safety and Security (UNDSS) 2019
MONITORING & EVALUATION	Course offered by Philanthropy University 2019
SUSTAINABILITY TRAINING AND ELEARNING (STEP)	Offered by the World Bank Group/IMF on sustainability of programs and e-learning
CONNECTING CLASSROOMS	A two months course offered by British Council

Awards and Publications

2014	Instructor Excellence Award, by Cisco Networking Academy

2017	Presented a paper in the International Conference at PSR Engineering College, Sivakasi Tamil Nandu in India on Gamification:An Effective Tool For Teaching and Learning In the 21st Century. Conference theme was Innovations in Science, Technology and Management towards sustainability – **ISBN NO**: 978-93-86146-37-3
2019	Advanced level Instructor Award, among top 25% instructors globally with exemplary results in Cisco training program

INTERESTS AND HOBBIES

Have an interest in Web designing, Social Media management, networking and PC hardware, Human Resource Management and NGO projects

Hobbies include watching investigative movies, websites development, travelling and riding bicycle.

I am involved in Church development work, am a member of Men's Fellowship at Deliverance Church Lanet.

REFEREES:

1. Kenneth Gaitho
   Programs Officer
   Farming Systems Kenya
   Olive Inn, Kiamunyi - Nakuru
   Tel: 0724522936

   Dr Florence W. Kamonjo
   Chairperson, Nakuru Training Institute
   Lecturer, University of Kabianga
   Email: ncpa@ncti.ac.ke

2. James W. Kamau,
   Chairman Men's Fellowship,
   Deliverance Church
   Tel 0737066948

3. Caroline Macharia
   AFRALTI, near CAK Waiyaki Way
   Cisco Academy Support Centre
   Tel: 0722274562