

CURRICULUM VITAE

MIRITI DENNIS MUTUMA
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PERSONAL INFORMATION

GENDER : MALE
NATIONALITY : KENYAN
D.O.B : 29th JANUARY 1992
ID NUMBER : 29821404
NCPWD : 275580
LANGUAGES : ENGLISH (well spoken and written)
KISWAHILI (well spoken and written)

CAREER OBJECTIVE

Positive and self motivated graduate seeking experience and a challenging environment to render unparalleled standards of service with emphasis to quality services.

EDUCATIONAL QUALIFICATION

<u>YEAR</u>	<u>INSTITUTION</u>	<u>CERTIFICATION</u>	<u>GRADE</u>
2013- 2016	Machakos University college (Main) Machakos, Kenya	Bachelor of Education science (Maths/ Physics) degree	2 nd class upper division
2011-2011	Muthambi Boys secondary school	Kenya certificate for Secondary Education (KCSE)	B+
2007-2010	Gatunguru Boys secondary school	Kenya certificate for Secondary Education (KCSE)	C+
1999-2006	Thika Bell House	Kenya Certificate for Primary Education (KCPE)	C+

PERSONAL ATTRIBUTES

- I can provide trustworthy, competent and energetic guide which reinforce for good professionalism. Also in me I have Good administration skills and attention to detail, I am consistent across the board with good communication skills.
- Able to use constructive criticism and advice as an opportunity to grow.
- Can work cooperatively with peers, seniors and contribute constructively to set objectives, disagree courteously and avoiding sarcasm.
- Able to maintain professionalism in all areas like punctuality, integrity, confidentiality and openness.

PERSONAL EXPERIENCE AND RESPONSIBILITIES

- 2019-PRESENT EMPOWERMENT NETWORK FOR DISABLED PROFESSIONALS**
Working along professionals who are disabled both in community development a
Assistant programs coordinator
- 2018-2018. CYTTON INVESTMENT COMPANY**
Working under the research department
Research work.
- 2016-2018 J.G KIEREINI BOYS HIGH SCHOOL (TEACHER)**
Demonstrating professional practices in teaching (subjects Maths/ Physics)
Maintaining lesson plans as required by school policy
Assistant christian union patron
- 2016-present. Writing Papers and research work (Part time)**
- 2015-2016 ST. CHRISTOPHER SECONDARY SCH (DEPUTY PRINCIPAL)**
Managing school resources
Budget making for the school
Maintaining discipline of students
Marketing the school for more students to be admitted
- 2012-2013 SALES AND MARKETING AND MERCHANDISING**
Selling kitchen wares on part time basis within Nairobi and environs
Selling online house equipment's
Merchandising job

PERSONAL SKILLS AND COMPETENCE

- God fearing, Initiative, industrious, punctual, honest, reliable, good,
- Workmanship, well natured, studious, obedient, polite and punctual.

SOCIAL SKILLS AND COMPETENCE

- Social in all set ups. Foster teamwork, seniors and colleagues like discussions.
- Co- operative with both my seniors and colleagues

HOBBIES

- Reading, museums, libraries.
- Mind games e.g. Sudoku, chess, scrabble
- Community group involvement, environmentalist.
- Travelling
- Football

OTHER CERTIFICATIONS

1. Certificate as a registered graduate teacher by the Teachers Service Commission no 763279
2. Certificate in computer application (computer packages) awarded by SUPERHIGHWAY COMPUTER COLLEGE
3. Certificate for successful completion of BASIC DIGITAL SKILLS from eMobilis Mobile Technology Institute sponsored by GOOGLE

REFEREES

1. REVEREND CHRIS AJEVI
SENIOR PASTOR,
MIRACLE VALLEY CHRISTIAN CHURCH INTERNATIONAL (CCI),
P.O. BOX 3446- 01002 THIKA
TELL. 0721374856
2. Dr. NIXON K. NJUE, PhD, chrp
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