CURRICULUM VITAE
JOEL NG'ANG'A ITUBE

P.O Box 24449-00100   E-mail: joelitube@gmail.com
Nairobi, Kenya.   Phone +254-720-239032
Nationality; Kenyan   Official email joel.itube@kemu.ac.ke

PROFILE	• Master's Degree in Project Planning and Management (MPPM) • Bachelor of Science Degree in Information Technology • Over 10 years of experience in System Security implementation, backup technologies & disaster recovery methods • Knowledgeable in ICT Policy implementation and Network Documentation • Proficient in Server Administration, management and Web /Email Domain Hosting • Proficiency ICT Capacity development, enhancement and management Training • Experience in Data analysis skills • Valid driving license.

KEY COMPTENCIES	• Fluent in English both written and spoken • Good interpersonal skills & excellent team player • Self-driven to deliver results independently • Quick learning & adaptation curve • Strong leadership capabilities with experience in getting results through people. • Strong analytical skills & detail-oriented • Good and practical knowledge about ICT Security Standards matters

FUNCTIONAL COMPETENCIES	• ICT Security Standards formulation and implementation • ICT Policy development and implementation • ICT data analysis and techniques • ICT Servers administration and management • ICT Enterprise Resource Planning design, development and Implementation • ICT equipment inventory and monitoring • ICT project monitoring and evaluation

WORK EXPERIENCE	2009 to date: Position:	KENYA METHODIST UNIVERSITY (KeMU) ICT Deputy Head
	2016 to 2018 Position:	AMBAND LTD ICT Systems and Network Security (Seconded at GIZ Kenya)-*Part-Time*
	2005 to 2008 Position:	GLOBAL LINKS CONSULT Ltd. Systems Administrator/Web Designer

CURRENT KEY RESPONSIBILITIES;

- System Security implementation

- System Documentation and User data analysis and back-ups

- Training and development of ICT Training and Certification Center in liaison with ICT management

- Enterprise Resource Planning (ERP) Software Administration

- Participating in coordination of ICT projects in liaison with Director – ICT

- Providing support and maintenance of university Mailing System (Micro Soft Exchange), Creating and updating User accounts (Active Directory) in liaison with Helpdesk Analyst

- Installations and Configurations of software and hardware

- Training users on existing, available and new emerging technologies

- Carrying out Maintenance and updates on KEMU website and giving feedback to ICT management

- Supervising all computer lab technicians

- Configuring new workstations, (adding them to the Domain Controller) and network points in liaison with network engineer on network issues, such as IPT, DHCP, routing table information, network printer's, email, Wifi and internet

- Performing all software and hardware upgrades, suggesting workflow improvements to ICT management

- Taking care of ICT equipment inventory and monitoring movement of computers.

- Recommending and assisting in making ICT-related purchases in liaison with the Director – ICT

- Assisting network engineer on issues relating to LAN/WAN and Internet support.

- Providing support for Cisco IP telephone system, maintenance of door access control system

- Installation, training, implementation and support of the Payroll System at the Kenya Methodist University

- Any other duties in line with job description

PROFESSIONAL & ACADEMIC QUALIFICATION

UNIVERSITY OF NAIROBI (UoN) Nairobi, Kenya
Master's Degree in Project Planning and Management (MPPM)

JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY (JKUAT), Juja, Kenya
Bachelor of Science in Information Technology (BSc IT)

OTHER TRAININGS

2016   Certified Cyber Security Associate

2013   (ITIL) Foundation Certificate in IT Service Management

2012   Linux Administration

PROFESSIONAL BODY MEMBERSHIP

2019   Kenya Bureau of Standards (KeBS) IT Security Technical Committee Member

2019   Information Communication Technology Association of Kenya (ICTAK)

HOBBIES;   Watching Sports, Playing Hockey, Motoring and Socializing

---

REFEREES;

Nicholas Murithi
ICT Director / Team Leader
Kenya Methodist University
P.O Box 45240-00100 Nairobi
Tel: (+20)-2118443 Ext: 3002
Cell: (+254) 723 57 13 38
Email: Nicholas.Murithi@kemu.ac.ke
        murithinicholas08@gmail.com

Prof. Robert Gateru
Vice Chancellor, Riara University
P.O. Box 49940 – 00100
(+254) 703 038 000
Cell: (+254) 724 44 80 47
Email: rgateru@riarauniversity.ac.ke
        rgateru@gmail.com

Adrian Kamotho
Information Communication Technology Association of Kenya (ICTAK)
Secretary General
P.O Box 17429 - 00100, Nairobi
Cell: 0721 411 564
Email: secretarygeneral@ictak.or.ke
        kamothonjenga@gmail.com