

CURRICULUM VITAE/ PERSONAL RESUME

Personal Details **12th March 2020**

Name: Aluisia Kanini Gitonga
Gender: Female
Date of birth: 15th May 1967
District of birth: Embu, Eastern province
Nationality: Kenyan
ID NO.: 9063080
Marital status: Married
Religion: Christian
Language: English, Swahili, Kiambu, Kimeru, Kikuyu, Kikamba
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Career Objective; **Serve communities by impacting on Human life in the areas of Education, Diplomacy, Counselling psychology and Human resource globally and locally while enhancing value addition and quality performance.**

Education Background

2017- To date Ma Diplomacy – University of Nairobi (ongoing)
2002- 2004 HRM- Higher National Diploma- Britt Institute, Nairobi
1987-1990: Bed Arts – Kenyatta University
1986-1985 KACE Kaaga Girls High School, Meru
1984-1981: KCSE – Makueni Girls Sec School
1973-1980: Consolata Pry School, Embu

Other training Attended

- Strategic Leadership Development Program - Kenya school of Government

- Human resource for Non HR officers - KSG
- Finance for Non Finance Officers - KSG
- Diploma in management of Democratic elections in Africa – UNISA, RSA
- Induction Training on Elections - IEBC
- GIS , GPS training for Election Officials - IEBC
- Election violence early warning signals – NDI
- Election Security Arrangement training – IEBC
- Computer for schools Kenya – Advanced Computer training for school Principals- MOE
- Kenya Educational Staff Institute – Senior Management training for Secondary School Principals - MOE
- Training for Secondary School Examiners – KNEC
- In service training for Christian Religious Teachers – Kenya CS
- Training for Catholic Pastoral Teachers – KCS
- First Aid Training – Kenya Red Cross – Life Member

Job Experience

2009 to date	County elections manager in charge of Nyeri County
2017 returning officer	Successful conduct of 2017 General election as County
2009 Dec – May 2017:	Regional Elections Coordinator – IEBC
2013 March	Successful conduct of General elections
2011 September: elections	Team Leader – Starehe (MP) & Kasarani (2) Civic By
2012 September: election	Overall by Elections coordinator – Kangema By
2010 – August	Conducted the Referendum Successfully

2009- 2004
Geography

Secondary school Principal & teacher CRE /

2004- 1992
Geography

Examiner – O’ levels – KCSE & teacher CRE/

Current duties

- Coordination of the Election Operations and IEBC mandate in Nyeri county
- Financial Management of all the Regions funds and County as the AIE holder
- Recruitment, Induction & training of IEBC Staff
- Logistics and warehousing management
- Staff appraisal and Remuneration as guided by the Commission
- Coordinate procurement, Disposal and Secure storage of all the commission assets
- Liaison with all Commission stakeholders, Partners and suppliers as guided by the commission
- Employ alternative disputes resolution to resolve any arising disputes
- Conduct the Elections , referendum or any other Election as guided by the commission

Committees’ membership

- National Committee Member, Kenya bureau of standards
- Board of management Gakuuni Girls School, Meru
- Parent’s representative, Utumishi Boys high school, Gilgil

Hobbies

Reading, helping the needy, counseling.

Referees;

1. Commissioner Thomas Letangule – Tel. 0722524670
2. Ms. Immaculate Kassait - Director Voter Education and Partnerships – IEBC - 0706218271
3. Dr.Catherine Kamindo – Manager Research & Development – IEBC - 0710960155