KEVIN OMONDI AJOWI

P O BOX 82 - 40131 • KISUMU • KENYA PHONE: 0710599149

E-mail: kevinajowi59@gmail.com

PERSONAL INFORMATION

SEX: MALE

MARITAL STATUS: SINGLE

PERSONAL STATEMENT

Responsibility, accountability, creativity and productivity in an organization and in management are my priority concern motivated by acquiring new skills, knowledge and ideas.

CAREER OBJECTIVE

An enthusiastic professional individual who is seeking a challenging tasks/opportunities in the field of project planning and management through sound policy formulation and implementation. I am a hardworking individual who strives to achieve the best in all areas, and I am always eager to learn new skills and advance my career in order to offer solutions to specialized problems with a view to meet client's needs and organization's goals.

As a self-motivated individual, I am keen to advance my career within this company as being part of dream team of scaling the company into higher heights.

STRENGTH

I am dedicated, enthusiastic, adaptable, organized, hardworking, team player, confident & self-motivated person and always ready to work best even under minimum supervision to achieve my performance targets and meet deadlines

PROFESSIONAL EXPERIENCE

JAN 2020 to date	KISUMU SOUTH WEST WARD Volunteer Community Project Manager Key Functions
	 Developing Terms of reference for monitoring of ward based projects and processes
	 Designing monitoring and evaluation plans for projects, programs and processes against performance indicators Assist in carrying out comparative analysis and report on actual
	 achievements against implementation plans, identifying potential deviations from plan and risk factors. Liaise with relevant implementation sections on the acquisition of

data and information.

	Works with local contractors in building constructions on voluntary basis as an assistant site manager and as well assist them in plan formulation and development.
SEPT 2018 to DEC 2018	 Kenya Pipeline Company Industrial Attachment Key Functions Assist in the preparation of Monitoring and Evaluation of the company projects, programs and processes Preparation of departmental strategic plan monitoring templates/matrix for monitoring quarterly implementation of KPC corporate strategic plan on departmental level. Data collection and analysis on projects, daily stocks, pump overs, jet uplifts and product destinations Developing database for company operations Preparation of the company statistical bulletin Preparation of monthly M&E throughput performance report
NOV 27 TH 2015	 Assist in development of corporate planning department budget Carry out any other duty assigned to me by my supervisors. Project Management Institute (PMI) Project Planning and Management Workshop Successfully attended project planning and management workshop at Moi University Main Campus organized by the Project
	Management Institute (PMI) and was awarded a certificate of participation EDUCATION BACKGROUND
2015 to 2019	Moi University Bachelors Degree of Science in Project Planning And Management Graduated with 2 nd Class honours(Upper Division)
2013 to 2014	Ramba Boys' secondary School Sat for my KCSE Obtained a mean grade of A-(Minus)
2009 to 2012	St. Gabriel's Minor Seminary Secondary education and vocational formation Osiri Primary School
2001 to 2008	Sat for my KCPE Obtained a mean grade of B- (Minus)

INTERESTS/ HOBBIES	Reading, partaking in community works and project assignments, Traveling, social networking and making friends, exploring new environments.
LANGUAGES	English, Kiswahili
SKILLS	 COMPUTER LITERACY; Good working knowledge of MS Word, Excel, Access, PowerPoint, PMS, Data analysis tools (SPSS), Internet. COMMUNICATION; able to express myself both in writing as well as speech TEAM BUILDING; able to collaborate with project team members to form a goal oriented team
REFERENCES 1	Mr Fred Cherotwo Senior Lecturer Moi University P.O Box 2730-30100 Eldoret. E-mail mcherotwo@gmail.com Cell phone 0711387783
2	Mrs Nancy Odhiambo Principal Entanda Secondary School P.O Box 3869-40200 Kisii. E-mail; achiengn1974@gmail.com Cell Phone; 0710738772
3	Mr Oyaya Stephens Pharmacist Busia P.O Box 5-40602 Ndori E-mail; oyayasteve@gmail.com Cell PHONE; 0728054091