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| CURRICULUM VITAE |  |
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| **Name: Judith Akoth Odhiambo**  **Vision:**  To enhance quality assurance practices and use my professional skills to provide high quality products and encourage employee productivity.  **Keys of success:**   * Integrity & Ethics * Leadership * Teamwork * Communication   **CONTACT INFORMATION**   |  |  | | --- | --- | | Postal Address: P. O. Box 7106 - 40100,  Kisumu, Kenya | Mobile: +254722 671 548  E-Mail: jodondi@yahoo.com | |
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| **CAREER OBJECTIVE**   |  | | --- | | To obtain a quality management position where my advanced quality management in  ISO 9001:2015, ISO 14001:2004 and IS0 17025:2005 skills can be used to improve customer satisfaction along with the overall productivity of the organization. | |  |   **PERSONAL INFORMATION**   |  |  | | --- | --- | | Nationality: | Kenyan | |  |  | | Gender: | Female | | Marital Status: | Married | |  |  | |  |  | | Religion | Christian | |  |  | |  |  | |  |  |   **EDUCATIONAL BACKGROUND**   |  |  | | --- | --- | | 2007-2009: | University of Nairobi, Nairobi Kenya Masters in Project Planning and Management | |  |  | | 1989-1992: | Egerton University, Njoro Kenya  Degree, Bachelor of Science (Chemistry) 2nd Class Honors | |  |  | | 1979-1982: | Egerton College, Njoro Kenya  Diploma in Food Science  Credit | |  |  | | 1977-1978: | Ngi’ya Girls High School. Certification, East African Advanced Certificate of Education  1 Principle & 3 Subs. | |  |  | | 1973-1976: | Nairobi Girls High School, Nairobi Kenya Certification, East African Certificate of Education  E.A.C.E.-Division II | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  |   **SHORT COURSES/SEMINARS**   |  |  | | --- | --- | | 2015 | ISO 9001: 2015 Lead Auditor upgrading course | | 2012: | Internal Audit and Implementation of Quality Management System by KEBS | | 2009: | Quality Management Systems  Lead Expert | |  |  | | 2007: | Environmental Impact Assessment  Lead Expert | |  |  | | 2003: | Finance for Non-Finance Managers conducted by Kenya Institute of Administration | |  |  | | 2001: | Internal Quality Auditing course by Industrial Consulting Services | |  |  | | 2000: | Industrial Quality Management & Productivity Improvement by Kebs | |  |  | |  |  | |  |  | |  |  | | 1997: | Follow up training on Advance Course on Standardization-  Management & Techniques, Harare Zimbabwe | |  |  | | 2003: | Standardization –Management & Techniques  Stockholm, Sweden | |  |  | | 1988: | Public Administration | |  |  | | 1987: | Food Hygiene & Microbiology | |  |  | | 1986: | Management by Objective-Eureka |   **PROFESSIONAL EXPERIENCE**   |  |  | | --- | --- | | November2013-  Present | Quality Assurance Officer- KENYA LITERATURE BUREAU  Involved in monitoring and inspection of Quality educational and Knowledge materials. | | August 2004-2013 | ISO Systems/Quality Assurance Manager Spectre International (K) Limited Otonglo Plant, Kisumu Kenya   1.Develop and co-ordinate annual QMS audit plan for internal and external audits.  2. Co-ordinate implementation and maintenance of QMS activities in line with ISO 9001:2008.  3. Review QMS audit report and ensure that corrective action is taken.  4. Create continuous awareness forums on QMS, coordinate the implementation of ISO 2001:2008, ISO 14001 and participate in management review meetings.  5. Prepare and monitor the budget to ensure adequate provision. | |  |  | | Aug 2001-Aug2004: | Quality Control Manager  Agro Chemical and Food Company Limited  Muhoroni, Kenya   1. Plan, organize and co-ordinate day to day functions of the department.  2. Implement policy and quality standards for raw materials and products.  3. Provide technical advice and assistance to the management and production on matters relating to quality. 4. Prepare recurrent and capital expenditure budget for the department.  5. Ensure proper implementation of the quality standards, set policies and procedures, regulatory and safety requirements.  6. Organize, train, discipline and motivate staff. | |  |  | | 1989-July2001: | Senior Chemist  Agro Chemical and Food Company Limited  Muhoroni, Kenya    1.Carry out physical, chemical and microbiological analysis right from raw materials to finished products.  2. To ensure process monitoring and control. 3. Assist QCM in making daily and monthly analytical reports.  4. To ensure strict quality control standards are maintained.  5. To guide and assist chemists/Analysts in carrying out the routine tests as laid down from time to time.  6. Plan shift programs and allocation of jobs with complete supervision of laboratory activities.  7. To carry out experimental and product development programs.  8. To maintain stock position and inventory for various laboratory chemicals, glassware and other consumable items. | |  |  | | 1982-1989: | Laboratory Chemist  Agro Chemical and Food Company Limited  Muhoroni,Kenya | |  |  | | |  |  | | |  |  | | | May-July 1981: | Brooke Bond Kenya Ltd-Worked on Attachment | | |  |  | | | January-August 1979:  **Total years of Experience:** | Cadbury Schweppes Kenya Ltd-Worked on Attachment  10 years’ experience in Quality Management System | |   **PROJECTS**   |  |  | | --- | --- | | April 2004-August 2004: | Appointed Team Leader responsible for  Installation of HACCP Quality Management Systems | |  |  | | 2001-2004: | Appointed Management Representative involved in  Co-ordination, documentation and implementation of  ISO 9001:2000 Quality Management System | |  |  | | 1994-2000: | Involved in Water and Yeast Improvement Project | |  |  | | 1982-1985: | Worked in Microbiology Laboratory |   **MAJOR ACHIEVEMENTS**   |  |  | | --- | --- | |  | Successful Implementation and Certification of KLB ISO 9001:2015. | |  |  | |  | Successful Implementation and Certification of ACFC to ISO 9001:2008.  Established and commissioned Chemical and Microbiological laboratory for Spectre International. | |  |  | |  | Involved in Research, Development and Launch of Wet Yeast as a Product of ACFC. | |  |  | |  | Involved in successfully setting up quality standards for Neutral Spirit & Extra neutral Spirit | |  | Conducted experiments on chlorination of water hence commissioned use of Chlorine Gas to replace bleaching powder in water treatment | | |  |  | | |  |  | |   **LANGUAGES**   | **Language** | **Level** |  |  | | --- | --- | --- | --- | | English | Expert |  |  | | Kiswahili | Expert |  |  | |  |  |  |  |     **REFERENCES**   | **Reference** | **Phone** |  | | --- | --- | --- | |  |  |  | | * Dr.James Owuoche   Egerton University. | +254720710040    +254721 276 663 |  |  * Stephen Auma +254721 328 592 |

Production Manager