**JEAN CLAIRE OTSYULA**

P. O. BOX 8896-00100, NAIROBI

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| **PERSONAL DETAILS** |

**Gender**: Female

**Nationality**: Kenyan

**Date** **of** **Birth**: 27th November, 1990

**Marital** **Status**: Single

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| **CAREER OBJECTIVE** |

To diligently accrue and use my knowledge and life skills to develop my career through unquestionable integrity while positively contributing to the society.

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| **PROFESSIONAL EXPERIENCE** |

**June 2018 – Present: 4th Assistant Engineer**

**Operations and Maintenance; Kenya Power**

* Preventive maintenance of the distribution network, including substations, distribution lines and related components, to ensure optimum distribution of power.
* Corrective maintenance of the distribution network by resolving the incidences that arise.
* Supervision of teams of technical staff in operations and maintenance.
* Development of schemes to reinforce the distribution network and bolster operations.
* Preparation of requisite reports.

**May 2017 – May 2018: Trainee Engineer**

**Kenya Power**

Received theoretical and practical training in:

* Design and construction of the electrical distribution network.
* Operations and maintenance of the network to ensure quality power supply.
* Customer service processes such as meter reading, billing and revenue collection.
* Meter testing and programming.
* Electrical plant components’ testing, installation, maintenance and repair.
* Design and construction of new substations and the upgrading of existing ones.
* Information and communication technology such as SCADA, radio, data networks and fiber.
* Monitoring of the grid at the National Control Centre to ensure quality supply of power while adhering to set frequency and voltage margins.
* The installation and maintenance of protection systems utilized in the network.

**September 2014 – April 2017: Electrical Engineer**

**Department of Energy & Natural Resources; Machakos County Government**

* Head of the maintenance team for streetlights and floodlights in the county.
* Planning and supervision of implementation works particularly in installation of flood lights and street lights in line with the outlined development plans.
* Participation in conferences on energy policies that affect the county.
* Participation in preparation of development plans and project management.
* Tender evaluation, supervision of projects and their audit on completion.
* Liaison with Kenya Power, REA and other stakeholders during projects.
* Preparation of periodic reports and tender documents for electrical works.
* Supervision of electrical technicians and contractors.
* Preparation of the electrical industrial attachment program and supervision of interns.

**January 2014 – August 2014: Graduate Intern**

**Department of Transport, Roads, Public Works & Housing; Machakos County Government**

* Planning and supervision of installation of flood lights.
* Report writing and documentation of tasks undertaken.
* Preparation of bills of quantities for electrical works.
* Assisting in the design of the power supply network in Machakos People’s Park.

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| **INDUSTRIAL ATTACHMENT** |

**January 2013 – March 2013: Kenya Power; Nairobi, Kenya**

Assisting in:

* Construction of new service lines.
* Mounting of transformers and wiring of the same.
* Dealing with the incidences reported by customers such as lack of power amongst others.
* Thermovision camera inspection on the line and substations.
* Maintenance of substations and distribution lines.

**January 2012 – April 2012: Kenya Petroleum Refinery Limited (KPRL); Mombasa, Kenya**

Duties assigned:

* Disassembly and reassembly of motors to facilitate repairs and servicing.
* Design and connection of both control and power circuits of a direct on line starter, a star delta starter, reverse forward star delta starter.
* Survey on the cathodic protection system used at K.P.R.L. pipe lines.
* General introduction to SCADA system in use for refining process.

**January 2011 – March 2011: Kenya Ports Authority (KPA); Mombasa, Kenya**

Working as part of a team to:

* Maintenance and repair of cranes and gantries.
* Deal with supply of power to all areas of the port.
* Maintain substations, switch rooms and power lines as well as facilitating supply of power to ships.
* Maintain and repair electrical equipment used around the port.

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| **EDUCATIONAL QUALIFICATIONS** | |
| **2009 - 2014:** | **Jomo Kenyatta University of Agriculture and Technology.**  BSc. Electrical and Electronic Engineering: Second Class Honors (Upper Division) |
| **2004 - 2007:** | **The Kenya High School.**  KCSE Mean Grade Attained: A- |
| **1996 - 2003:** | **Kitale Academy.**  KCPE Mean Grade Attained: A |
| **PROFESSIONAL QUALIFICATIONS** | |

**2008: Institute of Advanced Technology**

Certificate of Competence in Programming (Java and Visual Basic)

**2008: Institute of Advanced Technology**

International Computer Driving Licence

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| **PROFESSIONAL MEMBERSHIP** |

Engineers Board of Kenya – Graduate Engineer

Institute of Engineers of Kenya – Graduate Engineer

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| **LANGUAGE QUALIFICATIONS** |

English and Kiswahili (Fluent)

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| **RELIGION** |

Christian

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| **HOBBIES AND INTERESTS** |

Reading novels, travelling and observational drawing

Swimming and playing scrabble

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| **REFEREES** |

1. Benson Dianga,

2nd Assistant Engineer,

Kenya Power,

P. O. Box 30099 – 00100, Nairobi.

Tel: 0722380945

Email: Bdianga@kplc.co.ke

1. Edmond Luusa,

Senior Superintending Engineer,

Department of Energy & Natural Resources,

Machakos County Government.

Tel: 0711 474530

Email: eddyluusa81@yahoo.com

1. James Mavisi,

CEO, Knights Sports

P. O. Box 47228 – 00100, Nairobi.

Tel: 0708 414461

Email: mavisi@ncbl.co.ke