

## WATHIKA'S CURRICULUM VITAE.

### **PERSONAL INFORMATION**

NAME: Wanini Joseph Wathika

ADDRESS: P.O.BOX 265-00900, Githunguri

DATE OF BIRTH: 26/09/2002

AGE: 20 Years

CONTACTS : +254746554245

Home: +254752272449

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LinkedIn link: <https://www.linkedin.com/in/joseph-wathika-1491241b2>

### **EDUCATIONAL BACKGROUND**

2022-date : Web Development certificate at PLP Academy.

2020-date : Pursuing BSc. Public Administration And Leadership at JKUAT

June-July(2021) : CompTIA A+ certificate, JKUATES

2018-2019: KCSE Certificate attained C+; Stephjoy Boys High School.

2012-2015: KCPE Certificate attained 336 marks out of the possible 500, Mary Immaculate Primary School

### **WORK EXPERIENCE**

September 2022- December 2022 Intern at Ministry of Foreign Affairs, Nairobi.

August 2022 worked with IEBC as a clerk.

May-July 2021 volunteered in the Ajira Digital Training Remotask Online training.

May-July 2022 attended ALX Virtual assistant course which deals with how to be a virtual manager.

### **Extra-curricular activities.**

1. Class Representative at JKUAT, Juja

Choreographed class routines and class sessions.

Encouraged student participation and productive class discussions. Created outlines of class material to use as study aids.

2. NETACAD training in conjunction with JKUAT on cybersecurity. Badge earned.

### **SKILLS.**

People Management skills.

Microsoft Office.

PC repairs and maintenance.

Software and hardware installation/diagnostics.

Project Management.

Ability to multi-task and stay organized in a dynamic work environment.

Reliable and approachable.

### **INTERESTS.**

Reading.

Researching.

Community service and development.

Economics.

IT

### **LANGUAGES:**

English

Kiswahili

### **REFERENCES:**

1. Mr. Benard K. Ngondo

Finance Director  
Kenya Wine Agencies Ltd  
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Nairobi  
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**DECLARATION:**

I declare that every information that I have provided above is true based to my knowledge.