

Bio Data	<b>Gender:</b> Male	
	<b>Date of Birth:</b> 6 <sup>th</sup> June,1996	
	<b>Nationality:</b> Kenyan	
Personal Profile	<ul style="list-style-type: none"><li>Population health background with experience in research and data management, excellent in leading programs and project lifecycle. Good knowledge in reproductive health especially in women and girls.</li><li>Result-oriented achiever and highly motivated, proactive and creative individual with ability to remain focused under tight deadlines and works with minimum supervision</li><li>Analytical and conceptual thinking, with a conscientious approach to managing workloads. Accomplished communication skills, both written and verbal.</li></ul>	
Education and Training	2015-Dtae	Machakos University <b>Bachelor of Science in Population Health</b>
	2010-2014	Atemo Mixed Secondary School <b>Kenya Certificate of Secondary Education</b>
	2002-2010	Kisii Campus Primary School <b>Kenya Certificate of Primary Education</b>
	2015 Jan –April 2015: Gusii Institute of Technology.	
	<ul style="list-style-type: none"><li><b>Computer proficiency in Ms. Word, Ms. Excel, Ms. Access, Ms. Power Point, Ms. Publisher, PageMaker, Internet &amp; Email</b></li></ul>	
Skills	<ul style="list-style-type: none"><li>Ability to effectively gather, interpret, and report on data obtained from a variety of sources</li><li>Ability to work under minimum supervision.</li><li>Ability to create and edit charts, tables, graphs and presentations, using PowerPoint, Word, and Excel software with minimal assistance;</li><li>Excellent interpersonal, communication and writing skills and the ability to work with diverse teams, including ability to work in a non-stigmatizing manner with key populations.</li><li>Data entry, using excel and report writing.</li><li>Flexibility to work in all kinds of environment developed through fieldwork experience.</li><li>Ability to identify current problems and to develop strategies to solve them</li><li>High degree of judgment, ingenuity and originality to interpret strategy, to analyze, develop and present work and to monitor and evaluate implementation of programs.</li><li>Strong leadership and group facilitation skills.</li><li>Exceptional level of discretion and confidentiality related to medical records and patient privacy.</li><li>Strong teamwork, multi-stakeholder collaboration and management skills – must show ability to work effectively as part of multi-national, multi-disciplinary, and multi- agency team.</li></ul>	
Work Experience	May-July 2019	<b>MACHAKOS SUB-COUNTY-MINISTRY OF HEALTH</b>
	<b>Position: Team Leader-Occupation and Health Survey</b>	
	<b>Key Responsibilities</b> <ul style="list-style-type: none"><li>Performed, field data survey, data collection, entry and data analysis</li><li>Leading a team of data collectors in designing a survey and conducting field research to collect quantitative and qualitative data on a variety of indicators and questions</li><li>Led team meetings, key informant interviews, focus group discussions, and other activities</li><li>Finalized survey design, coordinate activities, and arrange periodic meetings.</li><li>Coordinated the process of assembling the final findings and recommendations into a high quality document.</li><li>Analyzed quantitative and qualitative data to derive findings, conclusions, and recommendations.</li><li>Drafted data analysis sections of final project reports.</li></ul>	
	5 <sup>TH</sup> -9 <sup>TH</sup> AUG 2017	<b>IEBC</b>
	<b>Position: Polling Clerk.</b>	
	<b>Key Responsibilities</b> <ul style="list-style-type: none"><li>Conducted elections as in the polling station as per assigned by the Presiding Officers</li><li>Organized the polling place before the polls open.</li><li>Ensured that qualified voters are permitted to vote.</li><li>Distributed ballots to registered voters.</li></ul>	

	<ul style="list-style-type: none"> <li>• Provided instructions and assistance to voters.</li> <li>• Answered voters’ questions.</li> <li>• Explained the use of the voting equipment.</li> <li>• Maintained order in the polling place on Election Day.</li> <li>• Obtained results after the polls are closed and closing the polling place.</li> </ul>
	<b>May- June 2016</b> <b>KENYA NATIONAL EXAMINATION COUNCIL.</b> <b>Position: Collection of data for Monitoring Learners Achievement. (MLA) assessment</b> <b>Key Responsibilities</b> <ul style="list-style-type: none"> <li>• Travelled to field sites/schools to collect and record data as appropriate to the specific objectives of the study.</li> <li>• verified data in accordance with specified research protocol and coding procedures, and enters data into a computer database and/or spreadsheet application for subsequent analysis.</li> <li>• Assisted in the development of interview schedules; contacts potential subjects to introduce and explain study objectives and protocol, and to arrange interviews, either in person or by telephone.</li> <li>• Identified and compiled lists of potential research subjects in accordance with study objectives and parameters, as appropriate to the individual position.</li> <li>• Conducted and records face-to-face and/or telephone interviews with subjects, in accordance with predetermined interview protocol, data collection procedures, and documentation standards.</li> <li>• Reviewed and edited data to ensure completeness and accuracy of information; follows up with subjects to resolve problems or clarify data collected.</li> </ul>
	<b>Jan-March 2018</b> <b>MACHAKOS LEVEL FIVE HOSPITAL</b> <b>Position: Attachment</b> <b>Key Responsibilities</b> <ul style="list-style-type: none"> <li>• Developing concept notes and provisional programs.</li> <li>• Developing practical skills on maternal child health program, Emergency department, Laboratory department, Labor ward and comprehensive care clinic.</li> <li>• Data entry and Report writing</li> </ul>
<b>Referees</b>	<b>Dr. Consolate Okoth</b> Machakos University Phone number: 0720-664-957 Email address: cawuor03@yahoo.com  <b>Festus Mulwa</b> Machakos Level Five Hospital Phone number: 0726-011-014. Email address: <a href="mailto:mulwafestus@yahoo.com">mulwafestus@yahoo.com</a>  <b>Dr.Esther Nduku Matuku</b> Machakos University Lecturer Phone:0722239831 Email:esthernduku@mksu.ac.ke