### WILSON NJOROGE WANDERI

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D.O.B: 11/08/1998 ID: 35349930 GENDER: MALE

NATIONALITY: Kenyan

LANGUAGE: English, Kiswahili

### CAREER ASPIRARION

To strengthen my support for organization and business with aim of maintaining best practices while

working independently, willingly, responsibly and accountability so as to deliver high quality services and to add value to the growth of the community.

### PERSONAL ATTRIBUTES

A highly motivated, dedicated and committed person who believes in organizational teamwork to achieve a set goal and efficiently.

A team player capable of working with different people to raise and cater for community need and employers’ expectations.

Aim to pushing organization to greater height by using the maximum knowledge and skills.

# WORK EXPERIENCE

## Depot Stocks Clerk, MGas Limited, Juja Depot.

#### *MARCH 2023 – TODATE.*

*Duties and responsibilities:*

* + Ensuring the information indicated in the gate pass corresponds with the physically issued stock.
  + Proper and accurate data compilation, analysis and report compilation.
  + Ensure the cylinders are well labeled before dispatch.
  + Stack items neatly and safely in their respective places.
  + In charge of ensuring the stock items are cleaned before dispatch to the customers.
  + Keenly take part in the offloading and subsequent arrangement of merchandise.
  + Proper documentation and signing off items delivered.
  + Oversee the arrangement of items.
  + Participating in the monthly stock count.

## Depot Stocks Clerk Reliever, MGAS Limited, Juja Depot

#### *JANUARY 2023 - February 2023.*

*Duties and responsibilities:*

* + Assist the Depot stocks clerk.
  + Standing in for the Depot Stock Clerk while on leave and/or off days.
  + Execute any other duties assigned by management.

## Technical Sales Representative, MGAS Limited, Juja Depot

#### *JULY 2022 - DECEMBER 2022.*

*Duties and responsibilities:*

* + signing up /enrolling new customers to use LPG gas and accessories offered by the company in their houses,
  + Verify customer identification by checking original documents.
  + Satisfactorily take the customer through the contract ahead of installation.
  + Perform battery change, and cylinder change as well as any other task as may be assigned by the team leader from time to time.
  + Responsible for giving honest feedback to operations on any consumer complaints.
  + Responsible for the safe keeping of the support resources provided by the company to ensure smooth operations in the field
  + Responsible for managing the delivery process as stipulated by the organization and use of the required technology.
  + Responsible for managing the route adherence to support operations optimization by guiding the logistics on the locations for the new customers.
  + In charge of the volume per sales area and increasing consumption of the customers assigned/ allocated to them
  + In charge of customer service by communicating correctly any messages intended to our customers.

## Sales Associate, Platinum Credits Limited.

#### *2022.*

***Duties and responsibilities:***

* + Directly selling and marketing loans against Logbook to prospective clients in the market
  + Working closely with the Team Leader in arranging activation for new acquisition of clients
  + Ensuring the best in terms of quality of sales
  + Regularly providing feedback to the Team Leader on the acceptance of the product

## Delivery Assistant, Kainga Wholesalers and Distributors.

#### *2021.*

***Duties and responsibilities:***

* + Unload trailer using a hand truck or 2-wheeled dolly.
  + Place all delivery items in customer-designated food-safe storage areas.
  + Assist the Driver's efforts to ensure accurate and on-time deliveries.
  + Work safely to prevent injury to people and damage to products.

## Public Health Attachee, Kajiado Central Public Health Office.

#### *2020.*

***Duties and responsibilities:***

* + Oversee planning and implementation of public health programs for disease prevention.

Interpret and ensure enforcement of public health and environmental laws to ensure compliance with national regulations and rules.

Develop and coordinate follow up of defaulter TB patients to curb its spread.

Vet and approve infrastructural development plans for safety to prevent accidents due to collapse

Inspect work places to ensure occupational safety and health.

Design or use surveillance tools, such as screening, lab reports, and vital records, to identify health risks.

Develop or implement interventions to address behavioral causes of diseases.

manage prevention programs in specialty areas such as occupational, infectious disease, and environmental medicine.

Identify groups at risk for specific preventable diseases or injuries for early intervention.

Prepare preventive health reports including problem descriptions, analyses, alternative solutions, and recommendations.

Provide information about potential health hazards and possible interventions to the public and seniors for prevention and control.

* + ​

Document or review comprehensive patients' histories with an emphasis on occupation or environmental risks.

* + Inspect food premises and food related activities to ensure occupational safety and health.

Collaborate with other departments in the disposal of hazardous waste to ensure safe disposal

## Public Health Atachee, Loitokitok Sub County Public Health Office.

#### *2019.*

***Duties and responsibilities:***

* + Mobilizing, sensitizing and advising communities on matters related to environmental health.
  + Referring health cases to relevant health facilities.

Carrying out immunization; identifying environmental health issues at community level.

Organizing community health days to advise communities on common public health issues.

Collecting and maintaining up to date records of services rendered.

Assessing health needs of the community.

Implementing vector, vermin and rodent control measures.

* + ​

Implementing integrated mosquito control strategies.

# ACADEMIC QUALIFICATIONS

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| **PERIOD** | **INSTITUTION** | **FIELD OF STUDY** |
| August 2023 – To date | Microsoft (Online) | Data Analytics (Advanced Excel, SQL &Python) |
| 01-07 December 2022 | Primatech Managements Limited | Certificate in Occupation First Aid |
| 01 – 12 May 2022 | World Health Organization (online) | Certificate in Prevention of Sexual Exploitation and Abuse in work places. |
| 01-30 May 2022 | United Nation Higher Commission for Refugees (online) | Certificate in Personal Security and Safety. |
| 01 September 2017 –  27 May 2022 | Meru University of Science and Technology | BSc. Public Health |
| 10 May 2017 – 30 July  2017 | Katine Technical and Vocational Training Institute. | Certificate in computer proficiency. |
| 10 January 2014 – 01  December 2014 | Springdale College. | Diploma in Missional Leadership (International Christian youthworks) |
| 2013-2016 | Kenya Certificate of Secondary Education | Oloolaiser high school (B+ grade) |
| 2004-2012 | Kenya certificate of primary education | Chief Ole Mutury primary school (370 Marks) |

## OTHER QUALIFICATIONS

2016: Certificate of participation

Raise your game leadership training 2016: Certificate of participation

Brookside Mathlete National mathematics Contest 2015: Certificate of participation

Kajiado county students council Conference 2015: certificate of participation.

Kajiado subcounty students leaders' conference

### PERSONAL ATTRIBUTES

1. Integrity
2. Hardworking
3. Good communication, interpersonal and analytical skills
4. Self motivated ,determined and organized

### HOBBIES

1. Travelling.
2. Outdoor Games.
3. Watching Documentaries

### REFERENCES

Available upon request