

CURRICULUM VITAE

KELVIN MWENDA MUTHAMIA

ADDRESS:	P.O. Box 470-20300, Nyahururu – Kenya	GENDER	Male
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EMAIL	muthamiamuthamia254@gmail.com	IDENTITY CARD NO.:	38166599
NATIONALITY:	Kenyan	RELIGION	Christian
DATE OF BIRTH :	5 th April 2000	LANGUAGES (WRITTEN & SPOKEN:	English & Kiswahili

CAREER PROFILE

Am currently a student who manages work environment challenges in a strategic and transformative leadership style. Believes in teamwork and freely appreciates change in the day-today dynamic work environment. Have the ability to plan and organize work for self and for others and always ready to assist colleagues understand their assignments. Results-oriented and cherishes in achievement of set targets. Good communication, interpersonal skills and high achiever. Computer literacy and always willing to advance in today's IT world and career development.

CAREER OBJECTIVES

To establish and settle for the highest, strong and challenging career in the fields of Information technology and also my career goal is to use the information technology course skills and knowledge I've acquired to succeed in a fast-paced, demanding work environment. I want to use my technical

expertise and problem-solving skills to help create and implement cutting-edge IT solutions that streamline business operations and increase overall effectiveness. I have a strong commitment to lifelong learning, and I strive to keep up with the most recent developments in the IT sector and use cutting-edge technologies to promote growth and change. In addition, I want to ensure the highest level of security and dependability for IT systems, work with cross-functional teams, and communicate technical concepts clearly. My ultimate goal is to make a significant impact, foster a culture of innovation, and establish myself as a valuable asset in the rapidly changing field of information technology.

ACADEMIC QUALIFICATIONS			
AREA OF LEARNING	INSTITUTION	SCORE	YEAR
Bachelor of Science in IT	Dedan Kimathi University of Technology	pass	1 st year 2020
Bachelor of Science in IT	Dedan Kimathi University of Technology	pass	2 nd year 2022
Kenya Certificate of Secondary Education (KCSE)	Bishop Louis Piaro Ngare Naro Secondary School	B+	2015-2018
Kenya Certificate of Primary Education (KCPE)	Falling Waters Primary School	378 out of 500 Marks	2006-2014

TRAINING/WORKSHOPS ATTENDED			
AREA OF LEARNING	INSTITUTION	AWARD	YEAR

Internal attachment	Dedan Kimathi University Of Technology	Pass	2022
Industrial attachment	Agape Tech enterprise solution	Pass	2023

KEY SKILLS AND PERSONAL ATTRIBUTES

Planning / Organization /	A highly organized individual who handles all tasks in a methodical Administration and timely manner. Good at developing plans and strategies to accomplish a task.
IT/ Computers	Proficient in the use of MS Office packages, networking systems, computer maintenance, database systems, and other IT-related fields. Also good in graphics and design
Negotiation skills	The ability to persuade, influence and explore positions and alternatives to reach outcomes that will gain the acceptance of all parties and will also meet your organization's strategic procurement objectives
Communication	Communicates very well both orally and in writing. Possess good presentation skills and people handling techniques. Fluent in English, Swahili
Interpersonal	Relates and works very well with people from different cultures and backgrounds.
Analytical skills	The ability to visualize, articulate, and solve both complex and

PERSONAL ATTRIBUTES:

These are my strong personal attributes:

- Results-oriented, team player and customer focused
- Self-driven
- Able to work under pressure and meet tight deadlines
- Good in technical proficiency in software, hardware, operating systems, databases, and other IT tools that are pertinent to the position.

REFEREES

1	NAME	Hellen Mwangi
	ROLE	Senior lecturer IT Department
	ORGANIZATION	Dedan Kimathi University of Technology
	EMAIL ADDRESS	Hellen.mwangi@dkut.ac.ke

2	NAME	Stephen Gachoka Muthama
	ROLE	ICT Manager
	ORGANIZATION	Vera Beauty and Fashion Collage
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