



# THE TECHNICAL UNIVERSITY OF KENYA

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## EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Higher Diploma	Secretarial Management	KENAFRIC COLLEGE OF PROFESSIONAL STUDIES(Kenya)	2014
Diploma	BUSINESS MANAGEMENT	KENYA INSTITUTE OF MANAGEMENT(Kenya)	2011
Certificate	BUSINESS MANAGEMENT	KENYA INSTITUTE OF MANAGEMENT(Kenya)	2008

## WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
FEB 2011 - JULY 2011	THE KENYA POLYTECHNIC UNIVERSITY COLLEGE	ASSISTANT SECRETARY
2009 - JAN 2011	THE KENYA POLYTECHNIC UNIVERSITY COLLEGE	COPY TYPIST
NOV 1997 - JAN 1998	TURTLE BAY BEACH CLUB MOMBASA	SECRETARY
2007 - DEC 2007	INSTITUTE FOR LAW AND ENVTL GOVERNANCE	ADMINISTRATIVE ASSISTANT
JULY 2011 - 08 JULY 2018	THE TECHNICAL UNIVERSITY OF KENYA	ASSISTANT SECRETARY