

## THE TECHNICAL UNIVERSITY OF KENYA

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Consultation Hours: 8:00AM - 5:00PM MON-FRI

Current Designation: Administrative Assistant, SCHOOL OF CIVIL & RESOURCE ENGINEERING (SCRE)

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## EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Diploma	ARCHIVES AND RECORDS MANAGEMENT	THE KENYA POLYTECHNIC UNIVERSITY COLLEGE(Kenya)	2009
Certificate	COURSE FOR LIBRARY ASSISTANTS	THE KENYA POLYTECHNIC(Kenya)	1993
Short Course/ Training	PUBLIC RELATIONS SEMINAR	THE KENYA POLYTECHNIC(Kenya)	2001
Short Course/ Training	SEMINAR; FILING FOR EFFICIENCY	THE KENYA POLYTECHNIC(Kenya)	1991
O level/Equivalent	KENYA CERTIFICATE OF EDUCATION	NYAKOGIANI SECONDARY SCHOOL(Kenya)	1986

## WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
1998 - TO DATE	ADMINISTRATION, PLANNING, AND INFRASTRUCTUR	SENIOR ADMINISTRATIVE ASSISTANT