THE TECHNICAL UNIVERSITY OF KENYA

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EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Bachelor of Business Management (BBM)	HUMAN RESOURCE MANAGEMENT	MOUNT KENYA UNIVERSITY(Kenya)	2017
Diploma	BUSINESS MANAGEMENT	NAIROBI INSTITUTE OF BUSINESS STUDIES(Kenya)	2011
Certificate	KENYAN SIGN LANGUAGE	KENYA INSTITUTE OF SPECIAL EDUCATION (KISE)(Kenya)	2022
Certificate	SHORTHAND III (120WPM)	SKYNET BUSINESS COLLEGE(Kenya)	2016
Certificate	ADVANCED COMPUTER APPLICATIONS	REWARD COLLEGE(Kenya)	2010
Certificate	SECRETARIAL	GAKEO COLLEGE OF BUSINESS STUDIES(Kenya)	2004
Certificate	COMPUTER APPLICATIONS	JORDAN COMPUTER COLLEGE(Kenya)	2002
Short Course/ Training	LEADERSHIP AND DEVELOPMENT	REDEEMED GOSPEL CHURCH - THIKA(Kenya)	2005
O level/Equivalent	KENYA CERTIFICATE OF SECONDARY EDUCATION	SALAMA SECONDARY SCHOOL(Kenya)	1999
KCPE/Equivalent	KENYA CERTIFICATE OF PRIMARY EDUCATION	KAHEHO(Kenya)	1995

WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
APRIL 2021 - TO DATE	TECHNICAL UNIVERSITY OF KENYA	SENIOR SECRETARY
August 2008 - Nov 2009	THIKA PASTORAL CENTRE	SECRETARY
Nov 2004 - May 2007	E.C & J ENTERPRISES	CUSTOMER & COMPUTER ATTENDANT
MAY 2012 - MARCH 2021	TECHNICAL UNIVERSITY OF KENYA	SECRETARY
July 2007 - July 2008	DOMINION DEVELOPMENT PROGRAMMES	SECRETARY
MAY 2012 - DECEMBER 2017	TECHNICAL UNIVERSITY OF KENYA	ASSISTANT SECRETARY
Jan 2010 - August 2010	MARYHILL GIRLS HIGH SCHOOL	SECRETARY