



THE TECHNICAL UNIVERSITY OF KENYA

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EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Certificate	COMMERCE II	KENYA POLYTECHNIC(Kenya)	1987
Certificate	BUSINESS ENGLISH III	KENYA POLYTECHNIC(Kenya)	1987
Certificate	OFFICE MANAGEMENT III	KENYA POLYTECHNIC(Kenya)	1987
Certificate	SHORTHAND II (80 WPM)	MOMBASA POLYTECHNIC(Kenya)	1981
Certificate	TYPEWRITING III (50 WPM)	MOMBASA POLYTECHNIC(Kenya)	1981
Certificate	SECRETARIAL DUTIES II	MOMBASA POLYTECHNIC(Kenya)	1980
Short Course/ Training	BASIC OCCUPATIONAL SAFETY AND HEALTH	MINISTRY OF LABOUR(Kenya)	2011
Short Course/ Training	QUALITY MANAGEMENT SYSTEMS	APEX MANAGEMENT SYSTEMS(Kenya)	2010
Short Course/ Training	CAPA CONFERENCE ON GLOBOLIZATION AND TVET IN AFRICA; CHALLENGES AND OPPORTUNITIES	COMMONWEALTH ASSOCIATION OF POLYTECHNICS IN AFRICA(South Africa)	2007
Short Course/ Training	COMMUNICATION AND PUBLIC RELATIONS SEMINAR	THE KENYA POLYTECHNIC(Kenya)	2006
Short Course/ Training	CAPA INTERNATIONAL TRAINING WORKSHOP ON REFORMING AND REORIENTING TVET FOR SUSTAINABLE DEVELOPMENT	COMMONWEALTH ASSOCIATION OF POLYTECHNICS IN AFRICA(Zambia)	2006
Short Course/ Training	CAPA INTERNATIONAL TRAINING WORKSHOP ON PERFORMANCE IMPROVEMENT OF POLYTECHNIC EDUCATION AND PROJECT PLANNING & MANAGEMENT	COMMONWEALTH ASSOCIATION OF POLYTECHNICS IN AFRICA(Kenya)	2003
Short Course/ Training	CAPA INTERNATIONAL TRAINING WORKSHOP ON LEADERSHIP AND MANAGEMENT	COMMONWEALTH ASSOCIATION OF POLYTECHNICS IN AFRICA(Kenya)	2002
Short Course/ Training	INTERNATIONAL SECRETARIAL CONFERENCE	KENYA INSTITUTE OF MANAGEMENT(Kenya)	1999
Short Course/ Training	EFFECTIVE SECRETARY SEMINAR	THE KENYA POLYTECHNIC(Kenya)	1998
O level/Equivalent	EAST AFRIAN CERTIFICATE OF EDUCATION	COAST GIRLS HIGH SCHOOL(Kenya)	1978
KCPE/Equivalent	CERTIFICATE OF PRIMARY EDUCATION	MAYCLIFF PRIMARY SCHOOL(Kenya)	1974

WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
01/01/1981 - 30/03/1983	MOMBASA POLYTECHNIC	TYPIST
01/04/1983 - 1990	THE KENYA POLYTECHNIC	TYPIST