



THE TECHNICAL UNIVERSITY OF KENYA

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EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Bachelor of Science (BSc)	COMMUNICATIONS & PUBLIC RELATIONS	MOI UNIVERSITY(Kenya)	2011
Higher Diploma	HUMAN RESOURCE MANAGEMENT	INSTITUTE OF PERSONNEL MANAGEMENT (K)(Kenya)	2005
Diploma in Technical Education	HUMAN RESOURCE MANAGEMENT	KENYA TECHNICAL TEACHERS COLLEGE(Kenya)	2015
Diploma	HUMAN RESOURCE MANAGEMENT	THE KENYA INSTITUTE OF MANAGEMENT, NAIROBI(Kenya)	2002
Diploma	PERSONAL ASSISTANT SECRETARIAL STUDIES	KENYA POLYTECHNIC(Kenya)	1994
Certificate	TYPEWRITING OPEN SPEED	TEMPLE SECRETARIAL COLLEGE (60WPM)(Kenya)	2001
Certificate	COMMERCE II	NAIROBI PRIVATE C-YMCA SHAURI MOYO(Kenya)	2001
Certificate	SHORTHAND III	TEMPLE SECRETARIAL COLLEGE (120WPM)(Kenya)	2000
Advanced Certificate	BUSINESS ADMINISTRATION	THE KENYA INSTITUTE OF MANAGEMENT(Kenya)	1999
Certificate	INFORMATION TECHNOLOGY	THE KENYA POLYTECHNIC(Kenya)	1999
Certificate	BUSINESS ENGLISH III	NAIROBI PRIVATE C-YMCA SHAURI MOYO(Kenya)	1999
Certificate	BUSINESS FRENCH III	NAIROBI PRIVATE C-YMCA SHAURI MOYO(Kenya)	1999
Certificate	SECRETARIAL DUTIES II	NAIROBI PRIVATE C-YMCA SHAURI MOYO(Kenya)	1999
Certificate	OFFICE PRACTICE II	NAIROBI PRIVATE C-YMCA SHAURI MOYO(Kenya)	1999
Certificate	OFFICE MANAGEMENT III	NAIROBI PRIVATE C-YMCA SHAURI MOYO(Kenya)	1999
Professional Course	CERTIFIED HUMAN RESOURCE PROFESSIONAL CHRP(K)	HUMAN RESOURCE MANAGEMENT PROFESSIONALS EXAMINATIONS BOARD(Kenya)	2020
O level/Equivalent	KENYA CERTIFICATE OF SECONDARY EDUCATION	MENENGAI HIGH SCHOOL(Kenya)	1990

WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
15/11/1995 - To Date	Technical University of Kenya	SECRETARY

PROFESSIONAL AFFILIATIONS AND SOCIETIES

TITLE	INSTITUTION
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FULL MEMBER	KENYA INSTITUTE OF MANAGEMENT
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PRACTITIONER	INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Kenya)
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