THE TECHNICAL UNIVERSITY OF KENYA

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Faculty:	Applied Sciences and Technology
School:	HEALTH AND BIOMEDICAL SCIENCES
Department:	Pharmaceutical Sciences and Technology
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EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Higher Diploma	SECRETARIAL MANAGEMENT	VISION STARS TRAINING INSTITUTE(Kenya)	2020
Certificate	SHORTHAND III (130WPM)	KENAFRIC COLLEGE OF PROFESSIONAL STUDIES (Kenya)	2014
Certificate	PERSONNEL MANAGEMENT (STAGE III)	NAIROBI TRAINING INSTITUTE(Kenya)	2011
Certificate	SECRETARIAL STUDIES (SINGLE & GROUP STAGES I-III)	NAIROBI TRAINING INSTITUTE(Kenya)	2008
Certificate	INFORMATION TECHNOLOGY	THE KENYA POLYTECHNIC(Kenya)	2000
Short Course/ Training	COMMUNICATION AND PUBLIC RELATIONS SEMINOR	THE KENYA POLYTECHNIC(Kenya)	2006
Short Course/ Training	COMPUTER APPLICATIONS	THE KENYA POLYTECHNIC(Kenya)	1996
O level/Equivalent	KENYA CERTIFICATE OF SECONDARY EDUCATION	MATUNGULU GIRLS SECONDARY SCHOOL(Kenya)	1993
KCPE/Equivalent	KENYA CERTIFICATE OF PRIMARY EDUCATION	MIU D.E.B(Kenya)	1989

WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
26/11/2018 - TO-DATE	THE TECHNICAL UNIVERSITY OF KENYA	SECRETARY
2009 - 25/11/2018	Kenya Polytechnic/KPUC/TUK	Assistant Secretary
2000 - 2009	Kenya Polytechnic/KPUC/TUK	Computer Operator II
1998 - 1999	Kenya Polytechnic Students Union	Receptionist/Typist/Computer Operator