



THE TECHNICAL UNIVERSITY OF KENYA

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Current Designation:	Executive Secretary, OFFICE OF THE VICE-CHANCELLOR
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EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Masters of Science (M.Sc.)	HUMAN RESOURCE MANAGEMENT	JOMO KENYATTA UNIVERSITY(Kenya)	2015
Bachelor of Science (BSc)	COMUNICATION AND PUBLIC RELATIONS	MOI UNIVERSITY(Kenya)	2010
Diploma	HUMAN RESOURCE MANAGEMENT	UNIVERSITY OF NAIROBI(Kenya)	2006
Diploma	SECRETARIAL STUDIES	THE KENYA POLYTECHNIC(Kenya)	1993
Certificate	INTERNATIONAL COMPUTER DRIVING LICENSE	IAT(Kenya)	2006
Certificate	BUSINESS ADMINISTRATION	THE TECHNICAL UNIVERSITY OF KENYA(Kenya)	2004
Short Course/ Training	EFFECTIVE SUPERVISORY MANAGEMENT	EASTERN AND SOUTHERN AFRICAN MANAGEMENT INSTITUTE(Tanzania)	2022
Short Course/ Training	COMPUTER APPLICATIONS	UNIVERSITY OF NAIROBI(Kenya)	1997

WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
2015 - To Date	Technical University of Kenya	Assistant Executive Secretary
2011 - 2015	JOMO KENYATTA UNIVERSITY	SENIOR SECRETARY
1996 - 2011	UNIVERSITY OF NAIROBI	ASSISTANT EXECUTIVE SECRETARY