



THE TECHNICAL UNIVERSITY OF KENYA

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Current Designation:	Secretary, ADMINISTRATION, PLANNING, AND INFRASTRUCTURE (API)
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Consultation Hours:	8AM-5PM MON - FRI

EDUCATION

LEVEL	QUALIFICATION NAME	INSTITUTION	YEAR
Certificate	EARLY CHILDHOOD EDUCATION	MINISTRY OF EDUCATION(Kenya)	2010
Certificate	COMPUTER STUDIES	FUTURE WORLD BUSSINESS AND TRAINING CENTRE(Kenya)	2003
Certificate	FULL SECRETARIAL	SISTERS OF MERCY COMMERCIAL COLLEGE(Kenya)	1996
O level/Equivalent	KCSE	NYAGA SECONDARY SCHOOL(Kenya)	1993

WORK EXPERIENCE

PERIOD	INSTITUTION	POSITION
01/10/2013 - TO DATE	TUK	ASSISTANT SECRETARY at ADMINISTRATION, PLANNING, AND INFRASTRUCTURE (API)
JULY 2011 - SEPTEMBER 2011	NAIROBI INSTITUTE OF BUSINESS STUDIES	SECRETARY TO THE PRINCIPAL
AUGUST 1996 - JUNE 1997	KUMI PHARMACEUTICALS	SECRETARY/RECEPTIONIST
JANUARY 2012 - JULY 2012	KENYA POLYTECHNIC UNIVERSITY COLLEGE	ASSISTANT SECRETARY IN COLLEGE REGISTRAR'S OFFICE
01/08/2011 - 26/07/2012	TUK	Assistant Secretary at POSTGRADUATE ACADEMIC PROGRAMMES
2008 - 2011	KITENGELA INTERNATIONAL SCHOOLS	DIRECTORS PERSONAL ASSISTANT/SECRETARY
1997 - 2008	GITHUNGURI TOWNSHIP PRIMARY SCHOOL	SECRETARY/RECEPTIONIST
01/07/2012 - 14/01/2013	TUK	ASSISTANT SECRETARY AT R.I.E
01 APRIL 1997 - 01 MAY 1997	GATHIRIMU GIRLS HIGH SCHOOL	INTERN

GENERAL STATEMENT ON RESEARCH AREAS

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CURRENT RESEARCH PROJECTS

0 0

SELECTED PUBLICATIONS

TITLE LINK TO PULICATION

0 0

POSTGRADUATE STUDENTS SUPERVISION

NAME PROJECT TITLE PERIOD

0 0 0

PROFESSIONAL AFFILIATIONS AND SOCIETIES

TITLE INSTITUTION

0 0