CURRICULUM VITAE

PERSONAL DETAILS.

Address: 15234-20100 KAPENGURIA, KENYA

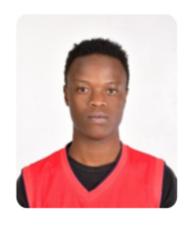
Phone: 0719299900

Email: poweldayck@gmail.com.

Date of Birth: 18th April 2000

ID Number: 38411164
Marital Status: Single

Sex: Male



CAREER OBJECTIVE

- My career aim is to secure a challenge within a dynamic organization, where I can leverage my analytical, customer relations, resource management, and managerial skills effectively.
- To evolve into a diligent and technically proficient diplomat, contributing significant value to the organizations I work with.
- Aspire to be an integral part of a high-performing team, actively contributing to its success and taking on positions of greater responsibility for continuous improvement.
- Continuously enhance my professional ability through ongoing learning and development, staying abreast of industry trends and advancements, to remain at the forefront of my field.

PERSONAL ATTRIBUTES AND SKILLS

- **❖ Leadership skills:** I lead myself and inspire others to work effectively. I am confident, positive, smart, work-oriented, and willing to learn.
- ❖ Inter-personal skills: Ability to supervise and to accept supervision. I get along well with co-workers having received positive evaluations from earlier supervisors.
- **Communication skills:** Good verbal and presentation skills developed while working on various projects and presenting research data to clients.

ACADEMIC QUALIFICATIONS	
	COUSERA
	Introduction to Microsoft Excel
2023:	CISCO NETWORKING ACADEMY
	Python Essentials 1
	Computer hardware and Basics
2015 to 2018	SAMUEL KIM ADVENTIST HIGH SCHOOL
	Kenya Certificate of Secondary Education
2007 - 2014	MANIAN PRIMARY SCHOOL
	Kenya Certificate of Primary Education

OTHER QUALIFICATIONS	

Office Suites

Microsoft Office:

- o Word
- o Excel
- o Access
- o Email and internet
- o PowerPoint
- o Publisher

Programming Languages:

- o Python
- o JavaScript

Web Development

- o HTML/CSS
- o React.js
- o Django

Database Management:

- o SQL (Structured Query Language
- o Operating Systems:
- o Windows
- o Linux/Unix

Software Development:

o Git

Mobile App Development:

o Android Studio (Java/Kotlin)

Networking:

- o TCP/IP
- o DNS
- o VPN

Cloud Computing:

o Microsoft Azure

Cybersecurity:

- o Firewall configuration
- o Encryption techniques
- o Vulnerability assessment

Data Analysis:

- o Excel
- o Python (Pandas, NumPy)

UI/UX Design:

Adobe Creative Suite

- o Photoshop
- o Illustrator
- o InDesign
- o Acrobat
- o Lightroom
- o After Effects
- o Premier Pro
- o Character Animations

Office Suites:

Microsoft Office:

- o Word
- o Excel
- o Access
- o Email and internet
- o PowerPoint
- o Publisher

WORK EXPERINCE

Year: April 2023 – up to date

Organization: Unity Printers

Position: Work Staff

Able to perform the following Duties: -

- Proficient in photocopying, printing, scanning, and document binding, with ability in typesetting with correct grammar.
- Experienced with KRA portals for PIN applications, returns, and compliance requests.
- Familiar with ECITIZEN portals for driving license renewal, passport application, motor vehicle inspection, and various others including NCA, IFMIS, TSC, GHRIS, HELB, AGPO.
- Skilled in handling visa applications and scheduling visa interview appointments for the UK and the US.
- Capable in system administration, network configuration, software installation, security, tech support, updates, project management, and research.
- Proficient in IP, DHCP, WAN/LAN, Windows, and network automation.

Year: October 2022 - March 2023

Organization: LOLLYPOPY ENTERTAINMENT

Position: Work Staff

Able to perform the following Duties: -

Store Management:

- Responsible for overall store operations.
- Manages inventory, staff, and customer service.
- Develops and implements strategies to increase sales.

Sales Associate:

- Aids customers in finding and buying movies.
- Manages transactions and supplies product recommendations.
- Restocks shelves and keeps store cleanliness.

Cashier:

- Manages transactions and manages customer payments.
- Supplies receipts and ensures accuracy in financial transactions.
- Aids customers with any payment-related inquiries.

Visual Merchandiser:

- Creates appealing displays to attract customers.
- Organizes and arranges movies and promotional materials.

• Ensures the store has an aesthetically pleasing appearance.

Customer Service Representative:

- Aids customers with inquiries, returns, and exchanges.
- Addresses customer concerns and resolves issues.
- Supplies information about products and promotions.

Inventory Manager:

- Manages movie inventory and restocking processes.
- Conducts regular inventory checks and updates.
- Coordinates with suppliers to ensure a steady stock of movies.

Cleaning and Maintenance:

- Ensures the store is clean and organized.
- Performs routine maintenance tasks.
- Manages waste disposal and recycling.

Year: September 2019 – August 2022

Organization: INTERLIFE ICT CENTRE

Position: Cyber Attendant/IT Assistant

- 1. Able to Photocopy/Print/Scan/Bind documents and typeset in correct grammar.
- 2. Has worked with the following portals: KRA PIN application, Returns, Compliance requests ECITIZEN – Driving License renewal, Passport application, Motor Vehicle Inspection, NCA, IFMIS, TSC, GHRIS, HELB, AGPO
- 3. Visa applications and Visa interview appointment bookings for UK, US.
- **4.** System administration, network configuration, software installation, security, tech support, updates, project management, research, IP, DHCP, WAN/LAN, Windows, network automation,

HOBBIES

Nature walks
Hiking
General Reading
Travelling

REFEREES

1. JOSEPH LENANGURAM

MANAGER NSSF WEST POKOT KENYA

EMAIL: LENANGURAM.J@NSSFKENYA.CO.KE

TEL: 0720774514

2. CLIVE OTIENO

MANAGING DIRECTOR UNITY PRINTERS

EMAIL: OTIENOCLIVE@GMAIL.COM

TEL: 0725792188

3. JOAN OKOTH

MANAGER INTERLIFE ICT CENTRE

EMAIL: JOANOKOTH2000@GMAIL.COM

TEL: 0703323682

4. SILAS KIBET LOLII

MANAGING DIRECTOR LOLLYPOPPY ENTERTAINMENT

EMAIL: SILAKIBET@GMAIL.COM

TEL: 0725322773