

CURRICULUM VITAE

DAVID CHEGE GICHURU

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An Information Technology Professional, with more than 15 years of experience in a large institution. My skills are excellent and far reaching from trouble-shooting, procurement, programming, website development, networking, configuration, server protection, financial and quality management, repair and maintenance and data restoration. My professional attributes include: good communication, interpersonal, supervisory, administration, people and customer service skills.
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Education and Professional Qualification:

- Master of Science in Information Systems,
University Of Nairobi, December 2002
- Bachelor of Science in Mathematics and Computer Science,
Jomo Kenyatta University of Agriculture and Technology, December 1994
- Kenya Advanced Certificate of Education (KACE)
Rift Valley Technical Institute, 1989
- Kenya Certificate of Education (KCE),
Kiambu High School, 1997

Key Professional Skills and Competencies:

- Knowledge and Experience in IT Planning, Technical PC Management and Programming
- Experience in installation, networking and configuration of software programs
- Ability to troubleshoot problems using ethical principles and technical user support
- Ability to efficiently prioritize needs with a bias towards promptness and client service
- Well honed communication, interpersonal and organizational skills
- Ability to work effectively in a large organization with good team-player abilities
- A friendly and approachable attitude with a good positive energy
- Ability to manage multiple responsibilities and work well under pressure
- Ability to meet institutional objectives and maintain corporate standards for system compatibility
- Excellent skills in Lotus Products, Ms-Office, SPSS, Dbase, WordPerfect, PageMaker, Pastel, SAGE ACCPAC, QuickBooks and Programming Software: Basic, Visual Basic, FORTRAN, PASCAL, COBOL, C++, Oracle and Ms-Windows 95/98/NT/ME/2000, UNIX and NOVEL and Operating Systems

PROFESSIONAL EXPERIENCE

**Deputy Director (Financial Information Management System)
University Of Nairobi, May 2014 – to-date;**

Duties and Responsibilities:

- Coordinating and overseeing the smooth running of the University's Financial Management System
- Coordinating analysis of user needs
- Designing, developing and implementing customized automated tools
- Setting and maintaining the security of the system
- Coordinating the training and retraining users of the system
- Managing users' rights and responsibilities in the system
- Providing technical guidance in procurement of necessary ICT hardware, software, services and facilities in the Department.
- Liaising with the wider University Management in the realization of the University strategic plans for Information Systems.

**Project Leader for Financial Information Management System;
University Of Nairobi, November 2010–April 2014;**

Duties and Responsibilities:

- Was Coordinating and overseeing the smooth running of the University's Financial Management System
- Managed data security systems, including doing backups and restorations
- Maintained, and repaired computer equipment
- Consulted with users and the management to assess computing requirement in the Department
- Developed and implemented systems administration procedures
- Ensured continuous adherence to ISO procedures and internal quality objectives
- Appraised and supervised staff in the FIMS Section

**Senior Computer Programmer, Finance Department;
University Of Nairobi, April 1998–October 2010;**

Duties and Responsibilities:

- Was in charge of ensuring sufficiency to all IT Based Systems
- Did data collection and observed standardization of data authenticity
- Approved specifications for computer equipment and software requisitions
- Coordinated user support and set expectations by providing guidance, training and reporting

**Data Analyst and Application Programs Trainer;
National Centre for Early Childhood Education, Kenya Institute of Education,
January 1996-March 1998;**

Duties and Responsibilities:

- Was in-charge of data analysis for the center
- Supported the center in all its computing services

Significant Work Experience:

- Computer Supervisor, FarmChem Ltd, January 1995-December 1996

Trainings, Seminars and Workshops Attended:

- Senior University Management Training on Result Based Management
Utalii College, Nairobi, March 2007
- Quality Management Training, University of Nairobi, February 2007
- Sage Accpac ERP Financial and Operations Management Systems Training
SABIS Consulting, London, United Kingdom, November–December 2006
- Regional Training Course on Local Area Networks (LAN) Installations,
Troubleshooting and Administration, Institute of Nuclear Science, University Of
Nairobi, November, 1997
- Regional Training Course on PC Interfacing and Installation, Cairo, Egypt,
November 1995

Interests:

- Reading, Adventure, Socializing and Community Service

REFEREES

**Please feel free to contact the under mentioned in regard to my competence, work ethic
and performance.**

Mr. M. Karue
Finance Officer
University of Nairobi

Prof. P. W. Waiganjo
Professor
School of Computing and Informatics
University of Nairobi