

Curriculum Vitae

Geoffrey Kipruto Tanui

CURRENT POSITION: Senior ICT Officer User Support

EMAIL: gktanui@uonbi.ac.ke

CELL PHONE: 0720566448

CAREER OBJECTIVE	To work in a competitive and challenging environment that will positively enhance my career and at the same time provide accurate quality service to your organization ,to see information systems management recognized as one of the key professions influencing the future of our world and to increase the awareness of the advances, implications and potential in information systems.
PROFILE	Information Technology professional with over 7 years' experience that Provide a top notch service, high set standards and Exceeds expectations. Fast learner, keen to details, team player and able to work under minimum supervision. Highly motivated, dependable troubleshooter and problem-solver. Customer-focused performer who is committed to quality in every task, from personal interaction with coworkers and users to high level of service provided to company's customer. Excellent communicator and good listener.
KEY TECHNICAL SKILLS	<ul style="list-style-type: none"> • System Technical Evaluation, Data processing, Technical support and ICT training. • Software Installation & Customization • Network Design, Set up, Administration & Network Support. • Active Directory management with windows server 2012 • Database Administration with Ms. SQL 2000&2005 • Deployment of Microsoft Products(Microsoft Retail Management System& Microsoft Dynamics GP),Sage Accpac • Participated in the development and design of UHSMIS in 2010-2014
Professional work Experience	<p>Senior ICT Officer - University of Nairobi - 2015- Date ICT Officer - University of Nairobi - 2010- 2014 Team Leader Retail Systems- InterPay Ltd -2009-2010 I.T Support Assistant- Tuskys Ltd- 2007-2009</p>
Education	<p>19th December 2016 -2017 Specialized programme on internetworking Design & LAN WAN Administration 2013 Bachelor Science in Information Sciences, Moi University 2009 CCNA <i>Computer Learning Centre.</i> 2008 A+(Essential &Elective Support Skills), Computer Pride Ltd. 2002 -2004 Higher Diploma IMIS, Diploma IMIS – Multimedia University 2003 Certificate in Computer Appilication – Egerton University.</p>

1997-2000
KSCE- Kirobon High School c+

Experience of similar work and track record

Client / employer	Description Of Assignment	Role Played
Experience in System Support		
<p><i>University of Nairobi March 2010 – date.</i></p>	<ul style="list-style-type: none"> • To manage, monitor and ensure proper functioning of assigned network segments and information systems. • To implement, maintain and support computer networks in line with the established standards and policies. • To train users in and provide support for proper use of PC software and hardware. • To ensure proper functioning of computer equipment, communication and network resources. • To implement and enforce network security features • To adequately document network infrastructure and related network /systems issues • To support information systems and websites at designated sites • To maintain client-level security configurations to minimize host vulnerabilities. • To perform any other duties assigned by the Director, ICT Centre 	<p>SENIOR ICT Officer User Support Services</p>
<p><i>Interpay Ltd Feb 2009/2010 February.</i></p>	<ul style="list-style-type: none"> • Servicing and maintenance of ICT hardware, Assist in the introduction and technical operation of organizational computer applications. • Assist with the installation of new hardware and software for Interpay different clientele • Assist in development and rolling out of EFT system for KCB & Equity Bank at Tusksys, Naivas & Chandarana Supermarkets. • Offering of helpdesk support for the company clients- (Safaricom Ltd, Total Kenya, Textbook Center & Magadi Sacco. • Install and configure desktop operating systems and packages-(Windows Xp, Vista, SQL 2000 & 2005, Microsoft office 2007 enterprise) • Provide first level hardware/software diagnosis and support to users, Provide technical support to users on LAN, WAN, and associated applications, Troubleshooting SQL databases for our different clients(SQL2000 & 2005) 	<p>Team Leader Retail Systems</p>

REFEREES:

Name	Company	Position
Mr. Moturi Christopher A.	University of Nairobi Tel: 0204914001	Director ICTC University of Nairobi
Mr. Joseph Muchina	University of Nairobi Tel:0723 675351	Deputy Director ICTC User support
Mr. Evans M. Munge	Moi University School of Information Sciences Nairobi Campus Tel: +254 - 53 – 43231 0726708918	Coordinator
Mr. Wilson Kerebei	Interpay Ltd Bruce house 0722719412	Director
Mr. P. Mokodir	Multimedia University Information Technology Department Tel: 0722-630148	Lecturer

CERTIFICATION:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications and my experience.

Signature

Date

Full name:

Tanui Geoffrey Kipruto