

CURRICULUM VITAE FOR GEORGE NYALWAL

PERSONAL DETAILS

NAME GEORGE ERIC GOMBE NYALWAL

DATE OF BIRTH 2nd October 1965

CONTACT University of Nairobi
Jomo Kenyatta Memorial Library
P.O Box 30197,00100
Nairobi,
Kenya.

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LANGUAGES SPOKEN : English, Kiswahili and Russian

CAREER OBJECTIVE

Work and develop in the field of information sciences and enhance ICT skills in information centers. Study and pursue PhD in information science.

ACADEMIC BACKGROUND

JULY TO SEPT 1999 : BRANIER COMPUTER COLLEGE
Certificate Course in Computer Studies

1994 to 1995 : MOCOW STATE UNIVERSITY OF
CULTURE
Masters of Arts in Library Science
Specialized in Library Science and qualified as
Librarian, Bibliographer of Technical
Literature.

1989 to 1993 : BUELORUSSIAN UNIVERSITY OF CULTURE

1988 to 1989 : MINSK INTSTITUTE OF FOREIGN

LANGUAGES

Russian Language Course.

1986 to 1987 : KISII HIGH SCHOOL - KACE

1984 to 1985 : MUTIGE SECONDARY SCHOOL - KCE

1980 to 1983 : DAGORETTI HIGH SCHOOL

WORK EXPERIENCE

DEPUTY DIRECTOR (PLANNING) LIBRARY AND INFORMATION SERVICES UNIVERSITY OF NAIROBI FROM 10TH MAY 2019

DUTIES:

- Formulating, implementing, monitoring, evaluating, reviewing and updating Library policies, strategies, procedures, guidelines, practices, rules and regulations by leading Library management and the relevant library committees for effective service delivery.
- Compiling of University and Library reports for performance measurements and decision making.
- Representing the Library in University planning committees.
- Representing the Director, LIS in University Management meetings especially in tasks related to his/her duties.
- Ensuring timely and efficient preparations of Library department budget, performance contracting targets and procurement plan.
- Ensuring up to date assets inventory for the Library is maintained.

- Managing the promotion of Library and information services.
- Ensuring Library collaborations and international links are maintained and increased.
- Overseeing the training of Library staff and users on relevant areas related to the said office.
- Teaching information skills within the communication skills course as and when allocated classes by the Chairperson of Communication skills Department

**ACTING DEPUTY DIRECTOR (PLANNING) LIBRARY AND
INFORMATION SERVICES UNIVERSITY OF NAIROBI
21 DECEMBER 2016 TO 10TH MAY 2019**

DUTIES:

- Formulating, implementing, monitoring, evaluating, reviewing and updating Library policies, strategies, procedures, guidelines, practices, rules and regulations by leading Library management and the relevant library committees for effective service delivery.
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**COLLEGE LIBRARIAN IN CHARGE OF COLLEGE OF
BIOLOGICAL AND PHYSICAL SCIENCES LIBRARY CAMPUS
UNIVERSITY OF NAIROBI
SEPTEMBER 14 2015 TO December 21 2016**

Duties

- Overall management of the library
- Collection development (Co-ordination ,selection and acquisition of materials)
- Allocation of duties to library staff
- Supervision of library staff.

- Assisting library staff set their performance contract targets and ensuring that they meet them.
- Attending college academic and college management board meetings
- Conducting staff appraisals electronically.
- Teaching information skills course to Undergraduate Students
- Conducting library orientation and registration to first year students

**ACTING DEPUTY DIRECTOR (TECHNICAL) LIBRARY AND
INFORMATION SERVICES UNIVERSITY OF NAIROBI
9TH MAY TO 13TH SEPTEMBER 2015**

Duties

- Directing and supervising the operations of the library circulation and technical services staff.
- Making assignments to staff, training and evaluating staff.
- Coordinates technical and circulation operations with other library services and functions.
- Assisting in preparing the annual budget, particularly in relation to technical services and needs.
- Reviewing potential materials for acquisition and contributing to acquisition and collection development efforts.
- Recommending the adoption of bibliographic maintenance standards and authorities in an automated environment, developing procedures for processing all library materials.
- Representing the library on regional automation committees and serving as the library database manager and authority on automation issues.
- Meeting with members of the library and others in order to coordinate activities and exchange information.
- Assisting in drafting bibliographic maintenance and automation policies, as assigned.
- Acting for Director of Library Services in Director's absence. Performing related work as required.

**COLLEGE LIBRARIAN IN CHARGE OF COLLEGE OF HEALTH
SCIENCES LIBRARY CAMPUS UNIVERSITY OF NAIROBI
FEBRUARY 2013 TO DATE 8TH MAY 2015**

Duties

- Overall management of the library
- Collection development (Co-ordination ,selection and acquisition of materials
- Allocation of duties to library staff
- Supervision of library staff.

- Assisting library staff set their performance contract targets and ensuring that they meet them.
- Attending college academic and college management board meetings
- Conducting staff appraisals electronically.
- Teaching information skills course to Undergraduate Students.
- Conducting library orientation and registration to first year students

**LIBRARIAN IN CHARGE OF SCHOOL OF LAW LIBRARY,
PARKLANDS CAMPUS UNIVERSITY OF NAIROBI
FEBRUARY 2008 TO FEBRUARY 2013**

Duties

- Overall management of the library
- Collection development (Co-ordination, selection and acquisition of materials.
- Supervised the setting up of school of Law Libraries in Mombasa and Kisumu Law Campuses
- Allocation of duties to library staff
- Supervision of library staff.
- Assisting library staff set their performance contract targets and ensuring that they meet them.
- Attending School academic and management board meetings
- Conducting staff appraisals electronically.
- Teaching library skills unit under legal research and writing unit to first year Students.
- Conducting library orientation and registration to first year students

**ACTING ACQUISITIONS LIBRARIAN
APRIL 2007-FEBRUARY 2008**

Duties

- In charge of acquisition process for the entire University of Nairobi library.
- Course coordinator, Information skills course and Diploma in Information studies course from January 2006 to February 2008.

- Teaching Information skills course as a Unit of Communication skills course.
- Taught Dissemination of information as a unit of the diploma in information studies course from January 2007 to February 2008.
- Teaching Management of Libraries and other information centers as a unit of the diploma in information studies course to date.

LIBRARIAN ACQUISITIONS SECTION

UNIVERSITY OF NAIROBI 14TH JANUARY 2004- APRIL 2007

Duties

- Receiving and processing Book order request forms from Chairs of academic departments and Deans of faculties.
- Preparing computer generated book order lists for approval by the University Librarian, Vice-Chancellor and the University Tender Committee.

ASSISTANT LIBRARIAN

**KIRIRI WOMEN'S UNIVERSITY OF SCIENCE AND TECHNOLOGY
SEPTEMBER 2002-DECEMBER 2003.**

Duties

- Setting up the new University Library.

**KENYA METHODIST UNIVERSITY OCTOBER 2001-SEPTEMBER
2002**

ASSISTANT LIBRARIAN – Technical Services

Duties

- In charge of cataloguing and classification

LIBRARIAN/DOCUMENTALIST

RUSSIAN HOUSE LIMITED

JUNE 1996 TO SEPTEMBER 1997

Librarian /Documentalist in charge of all the company's documents.

PROFESSIONAL MEMBERSHIPS

Member of the Kenya library Association

PROFESSIONAL EXPERIENCE

20th -24th August 2018 Participated in the 2nd International Conference on Information and Knowledge Management held at the Sarova Panafric Hotel in Nairobi, Kenya.

22nd to 24th November 2017 Attended the 3rd Regional conference on Knowledge Management at The Reef Hotel, Momsasa. I chaired some sessions when Papers were presented and I was called upon to critique them.

23rd to 25th November 2016 Attended the 2nd Regional conference on Knowledge Management at Boma Nairobi Hotel.

10th February 2016 Awarded certificate of Attestation in recognition of role played in partnership for innovative Medical education in Kenya (PRIME-K) by helping the project achieve its goal in enhancing quality medical education and increasing the number of health care workers in Kenya.

- 18th to 20th November 2015 : Attended the 1st Regional conference on Knowledge Management at Boma Nairobi Hotel
I presented paper titled Implementing knowledge Management practices in University Libraries In Kenya.
- 29th-September -1st October: Attended annual refresher training of corruption Prevention committee members and integrity Assurance officers on the performance Contract 12th cycle of corruption 2015
- 28th -30th July 2015 : Attended Consortium for advanced Research Training in Africa workshop (CARTA) on PhD Grant proposal writing
- 9th -13th June 2014 : Attended ISO 9001:2008 Lead Auditors Course University of Nairobi
- 5th -8th August 2013 : Attended 2013 Medical Education Partnership Initiative Symposium on Sharing Innovation, Enhancing sustainability in Uganda, Kampala Serena Hotel.
- 8th -12th July 2013 : Visited University of Maryland, Baltimore Health Sciences Library in the USA for purposes of Learning about their medical – E-Resources.
- 18th -23rd August 2012 : The Southern and Eastern African Regional Centre for women’s Law Colloquium in Livingston Zambia.

- 20th March 2012 : Completed user training course on ISO 9001 Quality Management System Auditing Using Q-Pulse Software.
- September 2011 : Attended Course in Research and Grant writing Proposal writing.
- 1st to 3rd June 2011 : Attended a workshop on performance contracting And records management at Green Hills Hotel Nyeri.
- 21st to 24th February 2011 : Completed integrity assurance officer's course Conducted by Kenya anti-corruption commission.

4th-8th June 2012: Attended the XXth Standing Conference of Eastern, Central and South Africa Library and Information Associations (SCECSAL) 2012 conference at Leico Regency Hotel in Nairobi.

- 2nd November 2010 : Completed Introduction to Q-Pulse at University Of Nairobi ICT Department
- 20th -21st May 2010 : Facilitator- University of Nairobi Senior Library Staff workshop on project Planning & Management
- 1st -8th January 2010 : World Book Fair in New Delhi, India
- 11th-15th January 2010 : Refresher Course for Internal quality Auditors (ISO) Merica Hotel Nakuru
- 25th to 28th August 2009 : Attended workshop on Project Planning and

And management for library and information
Centers at University of Nairobi

- 7th -10 July 2009 : Internal Quality Auditors workshop (ISO)
Morendat Conference Center Naivasha.
- 16th to 17th June 2009 : Attended workshop on Library Electronic
Organized by INASP and University of
Nairobi Library.
- February 26th 2009 : Attend end a course on value added analysis
To information gathering and dissemination
At the American reference center at the
U.S Embassy ,Nairobi , Kenya
- 3 rd December 2008 : Attended workshop on professional development
For library and information professionals
At the American reference center at the
U.S Embassy ,Nairobi , Kenya
- 23rd- 24th September 2008: The Green Stone Library software
Workshop organized by UNESCO
- 18th -23rd August 2008 : The Southern and Eastern African
Regional Centre for women's Law Colloquium
in Zomba, Malawi.
- 23rd - 27th June 2008 : University of Nairobi
School of Law Curriculum Review Workshop
at Mombasa Beach Hotel
- 15TH APRIL 2008 : University of Nairobi library
Department
Certificate course in E- Resources & E-
Mails.
- 2nd - 10th February 2008: World book fair in New

Delhi, India

- 9th - 10th May 2007 : International workshop on E-Journal Publishing
- 20th - 22nd March 2007 : Implementation of ISO 9001:2000
- 26th - 31st JULY 2004 : UNIVERSITY OF NAIROBI LIBRARY DEPARTMENT/INASP Certificate course in Web Page Design and Authoring

PUBLICATIONS

1. PhD Research Proposal: Awareness of knowledge Management and Competencies among library and Information Science Professionals in Kenyan Universities.
2. Presented a research paper at the 1st Regional conference on Knowledge management 18th -20th November 2015 titled: **Implementing knowledge Management practices in University libraries in Kenya.**
3. Liyai Hudson and Nyalwal George . Library Guide to women's law publications in University of Nairobi Library ,Malawi, Zomba ,2008

REFEREES

Dr. Maurice Ajuang Owuor

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