

CURRICULUM VITAE

1.0 Personal details

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Date of Birth: 14th July, 1959
Nationality: Kenyan
Marital status: Widower

2.0 Career Objective

To attain efficiency and expertise in information resources management and service delivery to a degree that will provide the best service to the organization that I will be working for.

3.0 Educational Background

- 2000 – 2002** M.Phil (Library and Information Studies) Moi University, Eldoret
(Thesis scored 70%)
- 1993 – 1996** BSc (Information Sciences) Moi University
(Second Class Honours, Upper Division)
- 1989 – 1990** Library Assistants Certificate Course, The Kenya Polytechnic
(Certificate, Credit Pass)
- 1981 – 1981** Sat for Supplementary Kenya advanced Certificate Examination
[KACE]
(2 Principles, 1 Subsidiary)
- 1979 – 1980** A – Levels East African Advanced Certificate of Examination
[EAACE]
Kijabe High School
(1 Principle, 1 Subsidiary)
- 1975 – 1978** O-levels East African Certificate Examination [EACE]
Kagumo High School
(First Division)
- 1968 – 1974** Primary Education, A.C. Primary School , Ol'Kalou

4.0 Work Experience

2015 – Present	College Librarian, CHS Library
2013 – 2015	College Librarian, CBPS Library
2012 – 2013	Senior Librarian, Mwai Kibaki Library
2008 – 2012	Ag. Senior Librarian, Mwai Kibaki Library
April – June 2008	Ag. College Librarian, CEES
2006 – 2008	Librarian, in-charge of Periodicals (Both Print and E-Resources)
2006 – 2006	Librarian, Cataloguing, Jomo Kenyatta Memorial Library
2003 – 2006	Librarian, School of Law (Formerly Parklands Law Library)
1997 – 2003	Senior Library Assistant, Institute for Development Studies Library [IDS]
1990 – 1997	Trained Library Assistant, University of Nairobi
1995	Joined Harambee Sacco Society as an intern for two months
1994	Joined Kenya National Library Services as an intern for two months
1990, 1991, 1992	Worked with International Livestock Research Institute (formerly International Laboratory Research on Animal Diseases [ILRAD]) as a part-timer during leave days.
1986 – 1990	Untrained Library Assistant, University of Nairobi
1982 – 1986	Worked as an untrained Teacher at Laikipia High School, Nyahururu

5.0 Computer Skills

Operating systems: Windows
Word Processors: MS Word
Spreadsheets: Microsoft Excel
Integrated Packages: MS Works
Library Packages: VSmart

6.0 Professional Highlights

2002	Undertook a research on <i>“Provision of Information Services to Engineering Students in Kenya’s Public Universities: a case study of Moi University”</i> at M.Phil Level. Thesis scoring 70%.
2001	Undertook a research Project on <i>“Communication Channels and Media used by Library Personnel in Margaret Thatcher Library, Moi University, Eldoret”</i> at M.Phil Level, scoring an “A”
1996	Undertook a final year Dissertation on <i>“Access and Use of Co-operative Records in Kenya: a case study of Harambee Sacco Society Limited”</i> at undergraduate level scoring a “B”

7.0 Activities and Responsibilities

2016	Chairman, Library Records Management Committee
2016	Chairman, Theses Processing Committee
2015 – Present	College Librarian, CHS Library. Highlight has been the successful re-organization of the physical book shelves.
2013 – Present	Secretary to Staff Short-listing Committee
2013	Secretariat, University of Nairobi Plagiarism Policy Committee
2012 – Present	Chairman, Library Surveys Committee (customer satisfaction, employee satisfaction, user competency and needs assessment etc)
2013 – 2015	College Librarian, CBPS Library Highlight included the refurbishment, expansion and stocking the library computer laboratory
2008 – 2013	In-charge of School of Business Library including (Mwai Kibaki, Mombasa Campus and Kisumu Campus Libraries: Highlight included successful movement of the library stock from the old to the modern Mwai Kibaki library, establishment of a computer laboratory and building print collections for the Campus libraries
2003 – 2013	Involved in teaching of Library Skills course [CCS 001]
August 2009	Lead facilitator in a Four-Day National Workshop on Project Planning and Management for Libraries and Information Centers Environment (Nairobi, Kenya)
2003 - 2008	Manned the ASK Library Stand every year
April –June 2008	In-charge of CEES library, Preparing staff and the library for ISO certification
2006 – 2008	In-charge of Periodicals Section (Both Print and E-Resources)
March – April 2008	Clearing and organizing the stacks area of Jomo Kenyatta Memorial Library
June – Aug. 2007	In-charge of the Circulation Desk, Jomo Kenyatta Memorial Library and Clearing Students on-line
2006	Setting up a Special Thai Collection at JKML
2005	Chairman, Library Guide review Committee

8.0 Community Service

2015 – Present	Chairman, Board of Management, Kiambogo Secondary School, Naivasha
2012 – 2014	Chairman, Board of Directors, Comfort The Children International, Maai Mahiu
2006 – Present	Chairman, Bishop T.D. Jakes Water Project, Maai-mahiu
2006 – 2012	The Co-ordinator, Maai-mahiu Community Project

2004 – 2010	Chairman, Board of Governors, Karima Secondary School, Maai-mahiu
2003 – 2005	Organizing Secretary, Kiricha Development Self – Help Group’s Water Project
1999 -2002	Executive Secretary, Longonot Parish Development Committee [LPDC] Coordinating activities of more than 160 self-help groups
1997	Actively and successfully sought sponsorship for a class eight needy pupil from (FAWE) who went on to join a public university and become a successful teacher
1996 – 2000	Founder member and Chairman, Karima Education Support Team [KEST]
1995 – 1996	Chairman, Moi University Information Sciences Students’ Association [MUISSA]
1994 – 1994	Active member of the Advisory Board, Moi University Nyandarua Students’ Association
1985 – 1986	Secretary, Nyandarua District Secondary Schools’ Drama Association
1983 – 1986 scoop	Founded Laikipia High School drama Club that went on to the District trophy twice
1981 – 1983	Founder, Director and Coach, Nyandarua Travelling Theatre
1979 – 1980	Chairman, Kijabe High School Drama Club

9.0 Interests

Reading, Theatre, Community Service, Scrabble, Monopoly, Badminton, darts and Chess

10. Referees

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