

KAMAU N. LYDIAH

Email: lydiah.kamau@uonbi.ac.ke

NATIONALITY: Kenyan

Professional Objective

- To undertake any challenging task in my professional line effectively and skillfully with minimal supervision to the satisfaction of all.

Strengths

Skills : Strong interpersonal skills; highly organized; team player

IT Fluency : Conversant with different computer applications

Achievement

2020 : Recognized as an Outstanding Achiever during the UoN @ 50 Celebrations at College of Architecture & Engineering Level

2018 : Recognized for Outstanding Performance during the University of Nairobi Staff Performance Appraisal Period 2016/2017.

PROFESSIONAL BACKGROUND

Bachelor of Commerce (Human Resource Management)

KCA University (Second Class Honours, Upper Division)

Customer Care Training

Diploma in Public Relations (Credit)

University of Nairobi

Computer Training

Office Management & Secretarial Training

EDUCATION

K.C.S.E

Precious Blood, Kagwe

WORK EXPERIENCE

Current Designation: Ass. Executive Secretary
Dean's Office, Faculty of Engineering

Former Designation: Ass. Executive Secretary
Principal's Office, College of Architecture & Engineering

REFEREES

Prof. Peter Ngau
Former Principal,
College of Architecture & Engineering
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NAIROBI

Mr. Fredrick W. Kachero
Registrar/Secretary
Faculty of Engineering
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