

# CURRICULUM VITAE

STANLEY MUNENE MACHARIA

MLIS (KENYATTA UNIVERSITY), B.ED (UNIVERSITY OF NAIROBI),  
Cert. Library Studies, (TECHNICAL UNIVERSITY OF KENYA)

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## PERSONAL INFORMATION

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**Marital status** : Married

**Religion** : Christian

**Nationality** : Kenyan

**Date of Birth** : 11<sup>th</sup> /11/1967

**Administrative responsibilities:** Deputizes for senior librarian, Circulation/Users' Services, JKML.

: In -charge of Issue-Desk & Reserve Users' Services

: Managing Library online customers' services  
Help-desk interface; [libraryhelp@uonbi.ac.ke](mailto:libraryhelp@uonbi.ac.ke)

## CAREER OBJECTIVES

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- ❖ **Management:** To participate in management of resources through embracing modern Information Technology for greater achievement in human positive endeavors.
- ❖ **Community Services:** To be an accomplished intellectual capable of optimally using my knowledge, skills and experience to positively impact on the welfare of communities through exploring newer dimensions of human excellence to achieve greater heights in humanity.
- ❖ To excel in a challenging, productive and satisfying career in administration and management of people and service to the public.

## **CARRER AND PERSONAL ATTRIBUTES**

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1. Professional and practical experience in library and information science
2. Creative thinker able to motivate others
3. Good written and oral communication skills in English, Kiswahili and Kikuyu languages
4. High achiever
5. Self-motivated and result-oriented individual with ability to team-up with colleagues to make contributions in achievement of set objectives and targets.
6. Possess high level of integrity, honesty and compassion.
7. Diplomatic in dealing with colleagues and supervisors, customers and other stakeholders.

## **PROFESSIONAL TRAINING & QUALIFICATIONS**

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### **1. 2006 -- 2009 Kenyatta University**

**Master of Library and Information Science, (MLIS).**

**Areas of Interest:** Electronic sources of information, Information Literacy, Dissemination of Information, Information Processing & retrieval and Management of Libraries and other Information Centers.

### **2. 1999- 2003 University of Nairobi.**

Bachelor of Education (B.Ed) Arts; 2<sup>nd</sup> Class Honors (Upper division)

**Subject Areas:** History, Religious Studies, Education planning, Teaching Methodology.

### **3. 1989- 1990 Kenya Polytechnic**

Library Studies Certificate Course (Passed with a credit).

## **COMPUTER SKILLS**

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- 1) Proficient in Word, PowerPoint, excel, Internet Application and Electronic communication.
- 2) Proficient in use of Vubismart automated library management system.
- 3) Proficient in Online Search Engines & Electronic databases.

## **EDUCATIONAL BACKGROUND**

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### **1987 – 1988: Kitui High School**

(K.A.C. E.; 2 Principles and 2 subsidiaries with an aggregate of 9 Points).

### **1983 – 1986: Kahatia Secondary School**

(K.C. E. division II passes).

## **EMPLOYMENT AND WORK EXPERIENCE**

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1. **October 1990 to date:** University of Nairobi Library (U.o.N).
2. **December 2011 to date:** In-charge of operations at Issue-Desk of Circulation Services and deputize for senior librarian, Circulation services, JKML.
3. **June 2007 –December 2011: Deployed to JKML (Main campus library) with following responsibilities:**
  - ❖ Deputized in supervision of late-duty shift.
  - ❖ Providing readers' advisory services and bibliographic instructions.
4. **July 2003 – June 2007: In-charge of late duty users' services at Medical Library.**  
**Main duties/responsibilities performed:**
  - Overseeing circulation of library materials during the evening shift.
  - Coordinating work schedule in the late-duty shifts.
5. **January 2002: Deployed to Medical Library in Electronic Journals services/Cataloguing section. Main duties/responsibilities performed:**
  - ❖ Users support to access and retrieval information from online and electronic databases.
  - ❖ Library automating cores including (electronic bibliographic data entries, bar-coding, online cataloguing, and maintenance of online public catalogue (OPAC) records.
6. **August 2000 – December 2001: Assigned to be in-charge of Faculty of Dental Sciences Library; a Sub-branch of Medical Library-(CHS).**
7. **December 1995- July 2000): deployed to Medical branch Library of (U.o.N) at (User/Circulation services section). Main duties/responsibilities performed:**
  - Providing readers' advisory services and bibliographic instructions.
  - Providing books' circulation & lending services through both manual and automated circulation module.
8. **December 1990-1995: Deployed to Chiromo branch Library of (U.o. N).**  
**Cataloguing & Acquisitions Section at Chiromo library-(CBPS).**  
**Main duties/responsibilities performed:**
  - Cataloging, shelf-listing and classifying newly purchased books using international cataloguing (AACR II) and Library of Congress classification standards.

- Processing acquisitions and orders documents for new books to be purchased.
- Providing Current Awareness Services and Selective Dissemination of Information (SDI) via both manual and electronic channels.

## **PROFESSIONAL CONTRIBUTIONS & ACHIEVEMENTS**

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1. **2005-2006:** Library automating cores including (electronic bibliographic data entries, bar-coding of books, University of Nairobi)
2. **2004--- 2006:** Offered consultancy and professional expertise for the setting up of Library for Greta University to the standards set by Commission for University Education (CUE).
3. **2005:** Offered technical expertise in setting up a Library for Gertrude's Garden Children Hospital (February—April 2005).

## **RESEARCH UNDERTAKEN**

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1. Macharia, Stanley Munene (2009). ***An Investigation of Information-seeking Behavior of University Students in a Hybrid library Collection.*** Masters of Library & Information Science, Theses, Kenyatta University

## **PUBLICATIONS**

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### **Peer reviewed publication**

1. Jotham Milimo Wasike & Stanley Munene (2012). Information Needs and study behavior of Non-traditional Students with particular special reference to University libraries in Kenya, ***International Journal of Library and Information Science*** Vol.3 (6), pp94-103, November 2012

## **RESEARCH FOCUS**

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1. Repackaging of information
2. Electronic Resources
3. User information seeking behaviors

## **TEACHING CAREER EXPERIENCE IN LIBRARY AND INFORMATION SCIENCE**

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1. **January 2013 to-date: University of university**, Diploma course in Library & Information studies, teaching subject
  - ❖ Entrepreneurship Education
2. **Kenya Polytechnic University College (Kenya Technical University) April 2011—December 2012**, teaching the following subjects:
  - ❖ Abstracting and Indexing,
  - ❖ Documentation of Information
  - ❖ Information Literacy
  - ❖ Information Resources
  - ❖ Management of User Services.
3. **Inoorero University January – December 2012**, teaching the following subjects:
  - ❖ Information centre planning and architecture
  - ❖ Indexing and Abstracting
  - ❖ Documentation systems and services,
  - ❖ Management of libraries and other Information Centers.

## **MEMBERSHIP IN COMMITTEE**

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**Member**, Library Exhibitions and Promotion committee. **Special Assignment for Organizing and Managing Library Publicity Events.**

## **SPECIAL ASSIGNMENT IN INFORMATION LITERACY PROGRAMS**

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- **Facilitator**, library orientations and users' information literacy programs.

## **PROFESSIONAL TRAINING WORKSHOPS FACILITATION & ATTENDANCE**

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1. Two days workshop on **“Open Access and Plagiarism”** held at SCI Postgraduate Computer Lab, Chiromo on 28<sup>th</sup> – 29<sup>th</sup> May 2013.
2. Three days workshop on **“Web Page Design and Authoring for Librarians”** held at University of Nairobi Library on 7<sup>th</sup> – 9<sup>th</sup> November 2012.
3. Two days workshop on **“Plagiarism Detection and Prevention”** held at University of Nairobi Library on 26<sup>th</sup> – 27<sup>th</sup> July 2012.
4. WIPO Conference held in Nairobi, May, 3-4 2012 on the theme **“Enhancing the culture of Reading & Books in Digital Age: Copyright as a Means to foster Creativity and Access”**.
5. Three days workshop on **“Disability mainstreaming and basic sign Language,** held at JKML KENET training centre on February 2012.
6. Co-Facilitator in a one day workshop on **“ copyright advocacy”**, held at JKML training Laboratory held on 18<sup>th</sup> November 2011
7. Three days’ workshop on **“Copyright Advocacy”**, held at Lenana House Conference and Training Centre in August 2011
8. Three days’ workshop on **“Performance Contracting and Record Management”**, held at Green Hill Hotel at Nyeri in June 2011
9. Three days’ workshop on **“ Electronic Resources Library Management ”**, held at ICT Laboratory(JKML), March 2011
10. Two days workshop on **“Information Literacy”**, held at ICT Laboratory (JKML) in October 2010.
11. One day workshop on **“Koha Open-source Library System Software”**; 2009.
12. In-house workshop on **“ICT office applications”**, held at ICT laboratory (JKML) in February 2007.

## **HOBBIES**

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- ❖ Reading
- ❖ Travelling

## **REFEREES**

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**1. Mr. Peter Weche**

College Librarian  
College of Humanities & Social Sciences  
University of Nairobi

**2. Dr. George M. Gatero**

Deputy University Librarian—(Technical Services)  
Jomo Kenyatta University of Science and Technology  
P.O. Box 62,000 – 00200 NAIROBI

**3. Prof. Chege Waruingi**

Chairman, Policyholders' Compensation Fund  
P.O. Box 43505-00100, Nairobi  
Cell phone: 0722243902

**4. Tabitha Nduku**

Chairperson, Department of Library and Information Studies  
Kenya Technical University  
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