

Ngũgich Paul Kipkemoi,  
University of Nairobi,  
Kenya science campus,  
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## CURRICULUM VITAE

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### CAREER OBJECTIVE.

My goal is to provide an excellent service and be a key point in the team that contributes to the efficiency and success in security management.

### PERSONAL INFORMATION.

Nationality:	Kenyan
Current job title:	Deputy Chief Security Officer I
Date of birth:	26 <sup>th</sup> December, 1976
Gender:	Male
Marital status:	Married
Number of Dependants:	Eight

### PROFESSIONAL WORK EXPERIENCE.

26<sup>th</sup> September, 2011 to Date: **University of Nairobi (ISO 9001: 2008 Certified)**  
**Kenya Science Campus: Head of Security.**

#### Duties and responsibilities.

1. Directing all security Procedures within Kenya Science Campus.
2. Supervision of security personnel.
3. Protection and preservation of university property.
4. Security management policy development.
5. Developing risk management strategies.
6. Regular evaluation of surveillance systems, Protective lighting and entry/access control.
7. Liaising with government security agencies in the investigation and prosecution of all criminal activities within the campus.
8. Gathering and analysis of intelligence and advising the university management.
9. Enforcing university rules and regulations.
10. Detection and prevention of crime.
11. Apprehension of offenders within the university.
12. Provision of rapid response to disasters and emergencies

**Office of the President,  
Kenya Police department,**

January 2011 to 19<sup>th</sup> September, 2011: **Khorof-harar police station wajir east Police  
Division: Inspector of Police and Officer Commanding Station (OCS)**

Duties and responsibilities.

1. Secretary of the Sub-District Security and Intelligence Committee which
  - (a): holds security meetings once a month.
  - (b): guides all security operations within area of jurisdiction.
  - (c): monitors all activities which have a security bearing both for Citizens and government.
  - (d): generates security briefs to the District Security and Intelligence Committee for further action.
  - (e): protocol and reception of dignitaries both from the government and non-governmental organizations
2. Writing and reading minutes of all security meetings.
3. Assigning duties to all officers in the station.
4. Directing all reported criminal incidences and ensuring all offenders are dealt with in accordance with the law.
5. Planning and conducting operations including formulation and Implementation of security procedures.
6. Liaising with Kenya army personnel, Kenya wildlife service in Patrolling the Kenya-Somali common border and rebuffing cross border incursions by Somali terrorists and bandits.
7. Carrying out investigations, intelligence gathering and analysis.
8. Doing threat assessment and counter measures.
9. Liaising with other security agents or foreign mission agents.
10. Dealing with and preventing banditry activities.
11. Giving daily situation reports to my superiors at the division (OCPD).
12. Reviewing and updating standard security operating procedures.
13. Perusing all case files before forwarding to court

November 2009 to December 2010: **Anti Stock Theft Unit (ASTU) Kainuk Base  
Camp Turkana District: Platoon Commander in charge of fifty personnel.**

Duties and responsibilities

1. Supervision of personnel.
2. Planning and conducting anti cattle rustling operations.
3. Highway patrol along Kitale - Lodwar road.
4. Recovery of illegal firearms.
5. Tracking and arresting the most wanted cattle rustlers.
6. Recovery of stolen animals.

training.

September 2008 to October 2009: **Officer commanding General Service Unit Turkwel Base Camp Turkana District:** Acting inspector of police in charge of ninety personnel.

Duties and responsibilities.

1. Supervision of personnel.
2. Planning and conducting anti cattle rustling operations.
3. Protection of Kengen hydroelectric installation project.
4. Liaising with intelligence officers, provincial security officers, Kenya army and non-governmental organizations in the provision of security services.
5. Gathering and analyzing security intelligence information.
6. Daily briefing of my superiors on the security situation in my area of jurisdiction.
7. Crime investigations.

January 2008 to August 2008: **General Service Unit Training School:** Station commanders course.

Course outline.

1. Station management, command and leadership.
2. Orders and field craft tactics.
3. Police practice and theory.
4. First Aid.

September 2005 to December 2007: **Police constable General Service Unit Ruiru Control Headquarters.**

Duties and responsibilities

1. Special crime investigations
2. Close protection duties to the head of state and other high profile dignitaries.
3. Protection of vital installations
4. Collection and analysis of security intelligence
5. Day and night sentry duties.

December 2004 to September 2005: **Recruit police constable General Service Unit Training School.**

Course outline.

1. Skills at arms.
2. Minor field craft tactics.
3. Anti riot drill.
4. Police practice and paramilitary skills

law: penal code, criminal procedure code, evidence  
local act.

2002 to November 2004: **Metro Cash & Carry (k) Ltd:** Assistant accountant.

Duties and responsibilities.

- 1.Preparation and processing of accounts payable.
- 2.Creditors and bank reconciliations.
- 3.Analysis of statements of financial position to safeguard assets.

**EDUCATIONAL BACKGROUND.**

October 1996 to February 2001	Kenyatta university:	Bachelor of commerce (Accounting option)
February 1991 to November 1994	Lenana school:	Kcse B plain
January 1983 to November 1990	Chebelion primary school:	Kcpe 77 points

**PROFESSIONAL TRAINING EXPERIENCE.**

December 2005 to march 2006: **General Service Unit recce company solio training camp.** The main course of training was:

1. Police security procedures
2. Vital installations security
3. Paramilitary skills and vip protection
4. Explosives detonation and disposal.
5. Surveillance, search and rescue procedures.
6. Close quarter battles, vehicle assault and security rings.
7. Advance party, analytical security risk management
8. Perimeter security, access control techniques, intrusion detection
9. Contingency planning, vip protection focusing on use of force.
10. Human rights, organization of protective detail, tactical  
Communication, threat investigation and analysis.

February 2007 to April 2007: **General Service Unit Field Training Camp Magadi.**  
Completed a two month quick reaction force retraining covering the same course of  
training as above.

May 2011: **Automobile Association of Kenya (AA) Sarit centre Nairobi.** Three weeks  
elementary driving course.

**OTHER SKILLS.**

1. Excellent computer skills with hands on mastery of Microsoft office, ms excel,  
power point.
2. Disaster evacuation and crisis response procedure

### **PERSONAL COMPETENCIES.**

1. Thorough knowledge of security operations and practices
2. Good ability to developing goals, prioritizing activities, monitoring, adjusting plan and use of time efficiently.
3. Excellent spoken and written English and Kiswahili.
4. Good team player with good interpersonal skills to establish and maintain effective working relation internally and externally.
5. Good anticipating skills on what is ahead in order to develop strategies to accomplish my objectives.
6. Good ability to work with minimum supervision to meet deadlines and achieve results.
7. I am able to cope with stressful and difficult situations, work on irregular schedules and learn new skills.
8. Thorough knowledge on vital installation security procedures and devices.
9. I am capable of making sound and mature judgment or decision at the time of emergencies or when rapid response is required.

### **HOBBIES AND INTEREST.**

1. Playing football and volleyball
2. Swimming and traveling.

### **PROFESSIONAL REFEREES.**

1. Mr. Peter Kaveva Mwangangi,  
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