

# ROBERT KINYUA WERU

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## EXECUTIVE SUMMARY

### COMMITMENT | LEADERSHIP | INTEGRITY | TALENT | SKILLS

- I am a zealous ICT/ Computer science professional with experience in Networking, user support, computer system maintenance and web application development, and Oracle Database administration (12C).
  - My main career objective is to work, lead and participate in implementation of efficient methods to solve current, emerging and specified issues using acquired skills and emerging computer technologies and standards.
  - I am a religious practitioner for integrity and responsibility. I understand the sensitivity of the information I have to handle in my career, and thus I have practised high integrity, reliability and faithfulness in all my duties.
  - I have a history of being a fast learner in a production environment and I take great pleasure in going out of my way to gain relevant and more skills towards achieving more than I initially could.
  - Vast knowledge and practice of what great leadership is all about, as well as taking initiatives that could lead in more value addition of my dockets towards achieving the overall goals.
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### AREAS OF EXPERTISE

- Web design & development
  - Oracle Database Admin
  - Report Writing
  - Systems & user support
  - SQL
  - Data Analysis
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## PROFESSIONAL EXPERIENCE

INFORMATION OFFICER

JAN 2020 TO DATE

DIRECTORATE OF QUALITY ASSURANCE - UNIVERSITY OF NAIROBI

FREELANCE ICT CONSULTANT

WEB DESIGN, SYSTEMS AND NETWORK SUPPORT

MAY 2015-DEC 2019

Design, develop, maintain websites (e.g Mwalimu Library Consultants, Jimtech Suppliers LTD, Elites Age LTD), CDI gadgets Ltd, Systems and network support for Embakasi Ranching Company and Jimtech Suppliers Ltd.), Black Edge Consultancy Ltd, Mt. Kenya Sprouts Limited, Bevant Construction Company, Recon Suppliers Ltd.

UMMA UNIVERSITY, KAJIADO

ICT TUTOR/INSTRUCTOR

SEP 2013-FEB 2015

### Main Responsibilities:

- **Conduct Lectures-** Planning and Conducting ICT class tutorials and laboratory sessions for Diploma in ICT students and common units in Information Technology for other students in the University.
- **Examination Setting-** Setting examinations and marking schemes for the units I was teaching, within the University set examination standard constraints and participating in departmental examination modulation processes to ensure the examination were up to the set standards.
- **Marking of Examination scripts** – Performing the initial internal marking of the examinations in preparation of the consequent marking by external examiners.
- **Assist in Research-** Guide students in doing their course projects and ensuring that they are duly completed and submitted.

CONTINUED ...

- **Participate in Departmental meetings-** Including advising the authorities on matters to improve the dissemination of ICT courses and improvement of the whole department.

#### **KEY ACHIEVEMENTS**

- Successful completion of unit course contents
- Proper Establishment of a once dormant ICT department in the university's Business and Technology faculty
- Successful Completion and graduation of the first ever ICT Diploma intake in the University, which I actively helped to establish

#### **IEBC - GICHUGU CONSTITUENCY**

##### **ASSISTANT ICT OFFICER**

NOV 2012-APRIL 2013

#### **Main Responsibilities:**

- **Registration supervision-** I supervised BVR KITS and voter registration clerks in the constituency during the 2012 massive biometric voter registration exercise (MBVR).
- **Registration report** - Provided a daily and weekly report on the progress of registration as well as the status of the BVR kits.
- **BVR Kits administration** - Daily routine and record maintenance regarding Issuance of BVR kits, monitoring their performance and ensuring highest availability during the exercise.
- **Configuration-** Making mass configurations for the Biometric Kits as advised by the Regional ICT officer
- **Data validation** - Oversee that every voter in the ward has their information right with the IEBC register, and forwarding corrections to the Regional IEBC center for rectification.
- **Install, configure and monitor Results Transmission System** - With instructions from the regional ICT officer, we set up the RTS at the constituency tallying center for the observers and the stakeholders to observe as the general election results were submitted by the presiding officers.
- **Configure Results Transmission mobile phones** - Including mobile phone network testing, Installation, configuration and testing of Results transmission application for all the phones used in all the polling stations in the entire constituency.
- **Configuration of EVID-** Included configuring and conducting a Mock operation of the Electronic Voter Identification Devices (EVID) before the general elections. Ensuring that all the provided batteries for all the EVID laptops were fully charged and that the laptops were installed with the respective database for respective polling station.
- **Issuance and clearance of device users-** Issuing and making a record of all the devices allocated to all users in the constituency for the Mock and the General election, clearing the users after returning the devices and forwarding those who didn't for appropriate action.
- **User training** - Training of the clerks and the Presiding officers responsible to work with the devices in both the EVID and mobile phone Results Transmission.

#### **KEY ACHIEVEMENTS**

- Over 95% device availability leading to registration of over 95% of voters in the Ward with their data correct in the register, within the stipulated time.
- Effective user training remote problem solving in the constituency
- All the devices were successfully configured and deployed within a limited time period.

- Most of the problems at the constituency level were resolved and smooth operation of devices was ensured.
- All device users were comfortable with their competence in using the election electronic devices after training them.

THE SANDS AT NOMAD HOTEL, DIANI - UKUNDA

JAN 2011 - FEB 2012

### **ASSISTANT ICT MANAGER**

#### **Main Responsibilities:**

- Provide advice and guidance to management on all IT matters that contribute to the efficient running of the business.
- Assist with the administration and maintenance of the hotel's server environment.
- Manage the office multi-user computer network, as well as data and telecommunication facilities.
- Work with external support service providers on delivering new functionality and in resolving Higher Level ICT support issues. Arrange engineer support in the event of a hardware/software malfunction.
- Provide technical guidance and support to end users, maintenance of network and systems, and coordinate implementation of new systems.

#### **KEY ACHIEVEMENTS**

- Acquired a vast knowledge of ICT systems in production environment. (It was the beginning of my practice)
- Acquired skills to interact with people from different races, backgrounds and regions in the world drastically improving my interpersonal skills.
- Implementation of new systems in the hotels and improvement of security policies.
- Successfully administered systems and offered efficient support to the organization ICT operations.

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### **EDUCATION**

- Oracle Database administration training, Equip Africa Institute - MKU (Kenya);2017
- CCNA training, Institute of Advanced Technology - Nairobi, Kenya (2014
- Bachelor of Computer Science, Busoga University - Uganda (Second Class Upper Division); 2010
- Kenya Certificate of Secondary Education (B Plain) ; 2006

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### **MISCELLANEOUS**

- The Sub-Saharan International Model United Nations 2019 Press Team Volunteer
- **Untrained Teacher** - Muchagara Secondary School - January - Oct 2007
- **Christian Organisation Leader** - Adequately Available for Christ
- Active Member of the Man Enough Program
- Kenyan Citizen, Willing to relocate to any location.
- Married with one kid.
- Google Digital skills trained.
- Kenyan Ministry of ICT Ajira Digital Trained
- ICT student mentor
- Hobbies: Music, DJaying, Movies, Badminton, Swimming, Acting

**REFEREES**

- Eric Muthama: Oracle Trainer, Linux and ICT consultant | +254 727-266009 | emuthama4@gmail.com
- Joseph Kariuki Gatimu: Former Bank Manager(CBK-Mombasa) | +254728582576
- Simon Wachira: ICT and Network consultant | +254 722312558 | manwachira@yahoo.com
- David Murimi Kaburi: Bank Manager | Economist | +254723063969 | David.Kaburi@boakenya.com
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