CURRICULUM VITAE

GEORGE MACHIRI KARIMI

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PERSONAL DETAILS:

Date of Birth:	31st January 1984
Nationality:	Kenyan
Marital status:	Married
Languages Spoken:	English (Fluent), Swahili (Fluent)
Availability:	Immediately
Gender:	Male

OBJECTIVES:

- Poised to contribute unique blend of business and IT knowledge to achieve personal and organizational goals

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PROFESSIONAL PROFILE:

- Result-oriented, organized, dedicated and with a positive attitude. Able to handle work under pressure and meet strict deadlines. Social and highly adaptive to dif8ferent work environments.
- Excellent communication, interpersonal and presentation skills (developed through presenting class assignments and working with colleagues on projects)
- Possess IT project management and documentation skills

AREAS OF EXPERTISE:

- Computer Networks Administration (WANs & LANs)
- Database Design, Development and Management
- Systems Analysis and Design
- Systems Procurement, Development, Auditing and Maintenance
- End–User Support and Technical Support
- Trouble-Shooting and Problem Solving
- Web Design and Development

WORK EXPERIENCE:
- **EMPLOYMENT:**

December 2021 to Date: **University of Nairobi**

POSITION: User Support ICT center (Main Campus)

RESPONSIBILITIES
- Diagnose, troubleshoot, repair software, hardware, and network malfunctions.
- Support users (students and staff) assisting with tablets, smart phones, laptops, printer models, network connectivity, scanners, and desktops.
- Install software and configure workstations, train users in access of Windows and University MIS.

- Conduct daily network backup operations.
- Assist Staff and students with installation, configuration and ongoing usability of system hardware and software.
- Managing and joining of new users and devices to the University Microsoft Active Directory on Window Server 2012 R2 Operating system.
- Talk to staff and students through a series of actions, using face-to-face and over the phone, to help set up systems or resolve issues
- Logging Staff/Students queries
- Logging and processing support calls
- Planning and undertaking scheduled maintenance upgrades
- Setting up accounts for staff and students, ensuring that they know how to log in
- Solving password problems
- Obtaining replacement or specialist components which University keeps on deploying
- Checking computer equipment for electrical safety
- Maintaining records of software licenses
- Managing stocks of equipment, consumables and other supplies

- **December 2011 to November 2021 : University of Nairobi**

    POSITION: Technologist Sub-Department of French

    RESPONSIBILITIES
    - Diagnose, troubleshoot, repair software, hardware, and network malfunctions.
    - Assisting students and lectures with the use of the equipments in the lab.
    - Support users (students and staff) assisting with tablets, smart phones, laptops, printer models, network connectivity, scanners, and desktops.
    - Install software and configure workstations, train users in access of Windows.
    - Update and Maintain Sub-Department of French and Faculty of Arts Websites.
    - Liaising with the ICT User support Team to Offer daily operations and systems support to the entire Faculty of Arts.
    - Conduct daily network backup operations.
    - Assist Staff and students with installation, configuration and ongoing usability of system hardware and software.
    - Managing and joining of new users and devices to the University Microsoft Active Directory on Window Server 2012 R2 Operating system.

- **August 2009 to November 2011:   Multiple Hauliers East Africa Limited**

    POSITION: GPS, GPRS Controller
    RESPONSIBILITIES
    - Vehicle Tracking
    - Setting and Configuration Of OBCs (Onboard Computers) in the Vehicles
    - Maintenance of the Vehicles Fleet Management System

    o **March 2009 : EQUITY BANK LIMITED (Head Office Human Resource Department)**
    o **Responsibilities:**
        - Data Entry

- Filing of Staff files

  - o **2007 (November) – 2008 (December) : INFOSENSE KENYA LIMITED**
  - o **Responsibilities:**
    - Transcription
    - Computer Maintenance
    - Networks and internet configuration and maintenance
    - ICT Outsourcing
- **INDUSTRIAL ATTACHMENT:**
  - o **2006 (September - December): TELKOM KENYA LIMITED (JAMBO TELKOM) NAIROBI**
    - IT Attaché based at the Information Systems Communications and networking

  - o **Responsibilities:**
    - Software Configuration Management
      - Installation and Administration
    - Network (LAN & WAN) Management
      - Installation and Trouble-Shooting
      - Setting up a network, allocating IP addresses to host machines
      - Configuring routers, IP based phones
    - Hardware and Software Support (Trouble-Shooting)
    - Installation of dial up networks and configuration
    - Registration of domains

OTHER AREAS TRAINED IN TELKOM KENYA
- Jambonet in providing a Backbone to the internet
- Kenstream, in providing a point to point digital leased lines
- ADSL, which provides a fast internet access
- Kensat, in provision of the network through Vsat Technology

FEBRUARY 2002 - MAY 2002: MOUNT KENYA CYBER CAFE

  - o **Responsibilities:**
    - Creating of user accounts
    - Servicing and maintaining computer hardware and software
    - Troubleshooting of computer network systems
    - Developing small enterprise websites

ACADEMIC BACKGROUND:

- **2021 October**   **HUAWEI ICT ACADAMEY**

  - HCIA Datacom Certification

- **2016 January to December 2021**   **KENYATTA UNIVERSITY**

  - Bachelor Of science in Information Technology

- **2012 September - 2013 January   ALLIANCE FRANÇAISE**
  - French language

- **2004 - 2005:**   **THE KENYA POLYTECHNIC**
  - Diploma Computer Studies
  - Grade obtained: Pass

- **2002 May – 2002 November:**   **THE KENYA POLYTECHNIC**
  - Certificate computer Studies
  - Grade obtained: Credit

- **2002 January-2002 February:**   **RAILWAYS TRAINING INSTITUTE (RTI)**
  - Certificate computer applications

- **1997-2000**   **MURANG'A HIGH SCHOOL**
  - Kenya Certificate of Secondary Education (K.C.S.E)

  - Grade obtained: C+ (plus)

- **1989 – 1996:**   **MUTIRA PRIMARY SCHOOL**

  - Kenya Certificate of Primary Education (K.C.P.E)

  - Grade obtained: 467 Marks

KEY COMPUTER SKILLS:
- **Operating Systems:**   MS Windows (2000, XP, Vista, 7, 10), Linux (RedHat, Fedora, Ubuntu)
- **Office Productivity Tools:**   MS Office, Open Office
- **Programming Languages:**   VB, C++, VB.net , HTML, ASP,
- **Source Code Editors:**   Dreamweaver, Visual Studio, Notepad++
- **Graphics Manipulation Tools:** Paint.NET, Adobe Photoshop CS3, Paint Shop
- **Database Mgt Systems:**   Ms Access

HOBBIES, INTERESTS AND PERSONAL ACHIEVEMENTS:
- **Community Interests:**
  - Doing volunteer work, helping the under privileged in the society
- **Business Interests:**
  - Software Development, Web Design, Entrepreneurship and marketing
- **Personal Interests:**
  - Reading technology journals, Playing Basketball, Football and Chess
- **Clubs and Affiliations:**
  - Active member of Mathematics and Journalism Clubs, Murang'a High School.

REFEREES:

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