

• FELIX MIGWI MWANGI

CURRICRUM VIRTAE

CAREER OBJECTIVE

To work in competitive organizations and put my knowledge and skills into practice and folding. My sleeves to ensure that the organization achieves its set goals and objectives when am successful. A supremely motivated charity fundraising expert with strong vision, enthusiasm and an Unquenchable thirst to achieve a successful outcome for the charity.



PERSONAL DATA

Date of birth:1985
Nationality: Kenyan
Gender: Male
Languages: English, Kiswahili,

CONTACT

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+254726218934
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PERSONAL OVERVIEW

- Flexible and adaptive
- Responsible and dependable
- Ability to manage time
- Good communication skills.
- Flexible regarding your working hours
- The ability to prioritize work under pressure and meet deadlines.
- Good organizational kills

EDUCATION

September 2012-December 2015;

Presbyterian University of East Africa

BSc in computer science. Attained second class honor upper division.

January 2001-November 2005;

Moi Giathugu high school

KCSE. Attained B plain

January 1992-November 2000;

Hill view Academy

KCPE. Attained B plain

WORK EXPERIENCE

1. OCTOBER 2023 TO SEPTEMBER 2024

General Hands at Farmers Choice Limited - Bacon and Ham Department High care section.

Duties and responsibilities'

- Performing various physically demanding tasks related to meat processing
- Preparation and packaging of processed meat
- Slicing the meat cuts for sale,
- Analyzing data for the outlet, the volume and value stock and writing report to the head of department.
- Organizing and arranging the prepared meat in chillers
- Performing other duties as assigned including stocks take

2. MAY 2018 TO SEPTEMBER 2022

Account assistant at Brookside Dairy Finance and Administration Department.

- Duties and responsibilities'
- Updating and maintaining procedural documentation.
- Recording and filing transactions.
- Ensuring payments, amounts and records are correct.
- Invoice posting Syspro accounts payable module
- Performing other duties as assigned including stocks take
- Analyzing data for the key outlet the literage volume and value p.m. for the key customers and writing report to the head of sales and finance departments.

KEY SKILLS AND COMPETENCE

- Determine and initiate the type of fault restoration measures regarding the criticality Network services.
- Evaluate and analyze OTDR traces from Field Operations and Contractors to ensure fault repair
- points conform to the Break / Fix policy standards.
- Reduce revenue leakages by ensuring all nodes not supporting any services are deactivated and recovered.
- Meet and maintain Network SLA targets: Latencies, Ping Round-trip times, Jitter, SNR & ;
- Air link quality.
- Ensure Timely and expedient support to SOC and contractor teams for first call resolution
- Adhere to set company and Industry Network standards.
- Validate alarms from monitoring tools for downtime reporting and for raising trouble tickets.
- Escalating issues to Senior NOC Engineer or NOC manager to validate if it requires intervention
- Quick in decision making
- Ability to work as a team
- Initiative with good leadership skills

INTERESTS, ACHIEVEMENTS AND OTHER ACTIVITIES

- Reading magazines and inspirational books
- Listening to music
- Playing badminton
- Socializing and making new friends
- Entertainment and clubs director in the student council; Presbyterian university
- Students association (PUSA)
- Chief organizer of big events in Presbyterian university including Mr. and Miss
- PUEA
- Carried out a digital literacy survey in the ministry of devolution and planning and
- Analyze the data using SPSS.
- Attended the credit management seminar held at Brookside dairy for 3days.

3. NOVEMBER 2017 TO APRIL 2018

Network Management Center assistant at Trenchless Technology Ltd Duties and Responsibilities'

- Incident management, trouble shooting and resolution of first level technical issues
- Ensure data integrity of systems
- Assist with planned engineering works, including service impact analysis and client notification
- Assist with proactively monitoring alarm management systems for SDH/DWDM and IP/MPLS
- Network events, create, own and manage trouble tickets up until successful resolution.

4. FEBRUARY 15TH TO MARCH 15TH 2016;INDEPENDENT ELECTORAL AND BOUNDARIES COMMISSION (IEBC)

Voter registration assistant (VRA). A four-week contract registering voters at Nyeri County.

Duties and responsibilities'

- In consultation with the registration officer draw a BVR KIT movement schedule for
- the ward of my jurisdiction
- Collate and submit voter registration data to the returning officer on a daily basis
- Publicize BVR KIT movement schedule and all other registration activities
- Supervised voter registration clerks within the ward of jurisdiction.
- Made a report for the voter registration process and the voters turn out using the IBM
- SPSS Statistics S/W,
- Performed other duties as was assigned by the returning officer.

5. JULY TO OCTOBER 2015; MINISTRY OF DEVOLUTION AND PLANNING DIRECTORATE OF PUBLIC SERVICE MANAGEMENT.

ICT assistant (department of ICT) ...Attachment coordinated by the ICT Authority.

Duties and responsibilities;

- Hardware and software installation and configuration
- Configuring TCP/IP addresses,
- PC maintenance and troubleshooting
- Installing and updating of various anti-virus software (Kaspersky, Avast, Windows defender etc.) in various departments located at Uchumi house, KICC and Haram bee House.
- Network installation and troubleshooting.
- Data and password recovery from computers and its related accessories, supporting
- Users on information and communication Technology related issues.
- Carried out a digital literacy survey in the ministry of devolution and planning
- Coordinated by the ICT authority and analyzed the data using SPSS
- Helping clients to use Microsoft Excel,
- Data backup and disk cleanup,
- Performing other duties as it was assigned by the head of ICT.

REFEREES;

1. PHILIP KAMAU

HEAD OF DEPARTMENT OF COMPUTER
SCIENCE

PRESBYTERIAN UNIVERSITY OF EAST
AFRICA

P.O. BOX 387-00902 KIKUYU

TEL: 0724797528.

2. WILLIAM GITAU

CREDIT CONTROL MANAGER

BROOKSIDE DAIRY LTD

P.O. BOX 236-00232 RUIRU

TEL; 0721127240

3. HENRY KARANJA

ASSISTANT MANANGER BACON AND
HAM

FARMERS CHOICE LTD

P.O. BOX 387-00902 KIKUYU

TEL; 0721165673

4.TONY NDUJA

CO-/FOUNDER/ VALUATION DIRECTOR

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P.O. BOX 58512-0000 NAIROBI

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