

CURRICULUM VITAE

NAME: Arnold Gitau Muritu

NATIONALITY: Kenyan

DATE OF BIRTH: 10/09/01

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CELL PHONE: 0768287863

IDENTIFICATION NUMBER. 38633840

GENDER: Male

MARITAL STATUS: Single

RELIGION: Christian

LANGUAGES: English, Kiswahili

VISION

To unleash my full potential in every situation and to diligently serve humanity.

OBJECTIVES

Quality of honesty rule my life, discipline be a must as a soldier and to be able to adopt anywhere.

CAREER OBJECTIVES

Working to the best of my professional abilities with a reputable organization to achieve its set goals.

KNOWLEDGE SKILLS AND CORE COMPETENCE

-Computer literate

-Preparations and maintenances of records

-Analytical and time management

-Excellent in client service skills

WORK EXPERIENCE

NOVEMBER 2024- DATE: Luqman Petrol station

POSITION: Casual laborer

DUTIES: Pump Attendant and customer service.

JUNE 2024 – OCTOBER 2024: Attachment at Gatundu law Courts

DUTIES: Performed assigned tasks.

OCTOBER 2020 – JULY 2022: Kanyenyaini Tea Factory

POSITION: Casual laborer

DUTIES: Home manager and green leaf offloading

JANUARY 2019 – SEPTEMBER 2020: Gitugi Tea Factory

POSITION: Casual laborer

DUTIES: Stacking firewood and compound cleaning

ACADEMIC AND PROFESSIONAL QUALIFICATIONS

AUGUST 2022 – MAY 2024: Masinde Muliro University
of Science and Technology

COURSE: Diploma in Security and Intelligence Studies and scored a
DISTINCTION

FEB 2015 – NOV 2018: Nyamathumbi Secondary School

Kenya Certificate of Secondary Education attained a **C PLAIN**

2005 - 2014: Samros Academy

Kenya Certificate of Primary Education - attained **351 marks**

AVAILABILITY

Available immediately when needed.

HOBBIES

-Community service

- Volunteering

- Team player

REFEREES

1. Factory Unit Manager,
Kanyenyaini Tea Factory,
Mobile Phone: 0720695871,
P.O Box 185,10202,
Kangema, Muranga.
2. The Supervisor,
Gitugi Tea Factory,
Mobile Phone: 0712344172,
P.O Box 533, 10106,
Othaya, Nyeri.
3. The Court Administrator,
Gatundu Law Courts,
Mobile Phone: 0755116519,
P.O Box 298-01030,
Gatundu, Kiambu.
4. The Human Resource Manager
Luqman Petrol stations,
Mobile Phone: 0733566561,
Fedha, Nairobi.