

## PERSONAL DETAILS

NAME: MBAGA DANCAN.

NATIONALITY: KENYAN

ID NUMBER: 38696673

YEAR OF BIRTH: 2001

GENDER: MALE

RELIGION: CHRISTIAN

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## PROFESSIONAL SUMMARY

A dedicated and results-driven legal and social justice professional with over Two years of experience coordinating research and advocacy programs under a Justice and Peace Network during campus studies. Skilled in policy analysis, stakeholder engagement, and grassroots mobilization with a strong focus on promoting justice, human rights, and social cohesion. Further complemented by practical legal experience gained at Makadara Law Courts, having worked across all registries—including traffic, criminal, petty crimes and provided courtroom support. Proven ability to manage sensitive legal documentation, interact with clients and legal officers, and ensure procedural compliance within a fast-paced judicial environment. Passionate about advancing legal equity, enhancing institutional transparency, and contributing to impactful reforms in the justice sector.

## ACADEMIC BACKGROUND

2022- 2025 .

BACHELOR OF ARTS IN JUSTICE AND SECURITY STUDIES WITH SECOND CLASS UPPER DIVISION – MOUNT KENYA UNIVERSITY.

2016 – 2022

KENYA CERTIFICATE OF SECONDARY EDUCATION (KCSE) – LUORA MIXED SECONDARY SCHOOL, HOMABAY COUNTY .

2005 – 2015

KENYA CERTIFICATE OF PRIMARY EDUCATION (KCPE) –GOT OKII PRIMARY SCHOOL,HOMABAY COUNTY.

## WORK EXPERIENCE

MAY 2025- AUGUST 2025.

Attached at Makadara law courts across all registries and court rooms. Where I acquired several skills including;

- .Assisted clients with payment procedures for cash bail, ensuring accuracy and compliance.
- .Directed clients, advocates, and lawyers to appropriate courtrooms and registries.
- .Made official calls to clients to notify them of mention and hearing dates.
- .Provided timely updates to clients and legal representatives on case status.
- .Built strong interpersonal skills by interacting with a variety of legal professionals and clients.

## LEADERSHIP EXPERIENCE.

SEPT 2023- APRIL 2025.

Research Coordinator – Justice and Peace Network Club- Mount Kenya University. Where I;

- .Conducted research on social justice, peacebuilding, and human rights issues to support club initiatives and awareness campaigns.
- .Ensured accurate registration and record-keeping of all club members.
- .Mobilized new members through outreach programs, presentations, and campus events, increasing club membership.
- .Facilitated conflict resolution among members and provided solutions to organizational challenges.
- .Collaborated with faculty advisors and external partners to organize seminars, forums, and events promoting peace and justice.

## **Skills acquired.**

- .Research and analytical skills
- .Event and membership coordination
- .Leadership and team collaboration

- .Problem-solving and conflict resolution
- .Communication and mobilization

## OTHER COMPETENCIES

Proficiency in English, Swahili .

Good Communication and People Skills.

Good Time Manager.

Ability to Work under Minimum Supervision.

.Embraces.Constructive Criticism.

.Analytical detailed oriented and organized.

. Strong work ethic and dedication.

. Problem solving and critical thinking.

. Adaptability and Resilience.

## CAREER OBJECTIVES

To obtain a challenging position in a reputable organization where I can utilize my skills, gain practical experience, and contribute to the company's success.

To secure a responsible career opportunity that fully utilizes my training and skills, while making a significant contribution to the success of the organization.

To grow professionally in a dynamic work environment that encourages continuous learning, development, and career advancement.

To apply my knowledge and experience in legal and administrative tasks in a well-established firm that values integrity, teamwork, and efficiency.

To join a forward-thinking organization where I can contribute to operations through effective client service, document management, and attention to detail.

To promote peace and human rights for all.

To promote community based and locally sustainable peace and security.

To promote violent conflict free society through non-violent approaches.

To ensure justice have been served for all citizens .

To promote collaboration and unity between individuals

## PERSONAL STRENGTHS

Honesty.

Embracing Team Work and Collaboration.

Advocacy for Justice and Fairness.

Self-Supervision.

Self-Initiative.

## REFEREES

Mr. Waswa A. Wakwabubi

Head – Institute of Security Studies, Justice and Ethics

School of Social Sciences

Mount Kenya University

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Madam Millicent Owino.

Court Administrator (II)

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