

CURRICULUM VITAE

PERSONAL INFORMATION

Name : Paul Ouma Onuko
Address : 27100—00 100 Nairobi
Date of Birth : 15th January 1978
Gender : Male
Citizenship : Kenyan
Language : Good command in both written and spoken English and Kiswahili
Religion : Christian
ID No : 20134705
Mobile no : 0723 811 962 /0714 022 103
Email address : paulonuko@yahoo.com/pouma@materkenya.com

CAREER OBJECTIVE

An opportunity to work in your organization will help me to implement my knowledge and skills in food production and also gain imperative experience.

I intend to conform to ethical issues pertaining to your organization and work diligently in order to improve and maintain the quality of services offered by your organization thus keeping it competitive in its area of operations.

EDUCATION

1985 — 1994 : Ondiche Primary School (Kcpe)

1995—1998 : St. Pauls Ligisa Secondary School
K.C.S.E

2013 : Kenya Utalii College
Certificate in Mass food production and presentation

2014-2015 : Certificate Course in Food & Beverage Management

2015 – 2017 : Diploma in Hotel & Catering Management

WORKING EXPERIENCE

8 Dec 2015- To Date	:	Mater hospital
17 th Aug 2014- 7 th Dec 2015	:	Royal Orchid Hotel
Aug 2009—Aug 2014	:	The Panari Hotel
Feb 2008—July 2009	:	Thayu roundvales Guest resort
Nov 2006—Jan 2008	:	The Panari Hotel on a contract basis
Oct 2005 — Oct 2006	:	Levans Park Hotel
Aug 2004—Sept 2005	:	RK's Restaurant Ltd
2001—Aug 2004	:	Prime catering Services
1999—2000	:	Pagoda Restaurant Ltd

INTERESTS AND ACTIVITIES

- Traveling
- Socializing
- Reading

REFERENCES

1. GEORGE WANYOIKE
BOX NRB
0720579860
2. EDWARD ODOYO ANYAGA
BOX NRB
0721811745

THE KENYA NATIONAL EXAMINATIONS COUNCIL



KENYA CERTIFICATE OF PRIMARY EDUCATION KCPE

This is to certify that the candidate named below sat the Examination for **Kenya Certificate of Primary Education** and reached the Grades shown in the subjects named:-

NAME : OUMA PAUL

704379/003

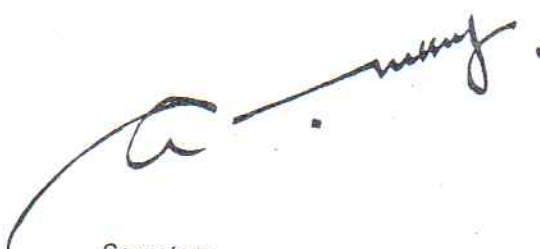
SCHOOL : ONDICHE


704379

GRADE

ENGLISH LANGUAGE	C+
KISWAHILI	C
MATHEMATICS	B-
SCIENCE AND AGRICULTURE	C+
GEOGRAPHY, HISTORY & CIVICS AND RELIGIOUS EDUCATION	B
ART & CRAFT AND MUSIC	C
HOME SCIENCE AND BUSINESS EDUCATION	C+

EXAMINATION OF 1994


Secretary
Kenya National Examinations Council


Chairman
Kenya National Examinations Council

This certificate was issued without any alteration whatsoever. See overleaf for grades and mark intervals.

KCPE 3715034



REPUBLIC OF KENYA

MINISTRY OF EDUCATION

KENYA PRIMARY SCHOOL LEAVING CERTIFICATE

THIS IS TO CERTIFY THAT PAUL OUMA ADM No. 017/85
entered ONDICHE PRIMARY School and was enrolled on 1985
in Standard ONE and left on 1994
at Standard EIGHT

PART A: CONTINUOUS ASSESSMENT

THE PUPIL ATTAINED THE GRADES SHOWN IN THE SUBJECTS NAMED.

	STD 5		STD 6		STD 7		STD 8			STD 5		STD 6		STD 7		STD 8	
	Th	Pr	Th	Pr	Th	Pr	Th	Pr		Th	Pr	Th	Pr	Th	Pr	Th	Pr
1. English	C+	C	C	C	C+	C	C	C-	7. Science and Agriculture	B	C	C	C-	C+	B	B+	
2. Kiswahili	C	C-	C	C+	D+	C	D+	C	8. Art and Craft	C	C-	B	C+	C	B-	C	
3. Maths	C+	C	C	B	B	C	B	B	9. Home Science	C-	C+	C	B	C	C	B+	
4. Religious Education	B	C+	C	C-	B+	C	C	C+	10. Music	C-	C+	C	B	C	C	B+	
5. Geography, History and Civics	C	C	C	C+	C	C	B	B	11. Physical Education	B+	B	A	B	C	B	A-	
6. Business Education	-	-	D+	C	C+	C	C	C+									

PART B: ORDER OF MERIT

STD	5			6			7			8		
TERM	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd
POSITION	6	4	3	11	9	13	3	2	1	6	6	5
Total in Class	25	25	25	28	28	28	45	45	45	21	21	21

PART C: SCHOOL K.C.P.E. PERFORMANCE

During 1993.....(previous year) the school obtained a mean score of 372.08 in K.C.P.E.

PART D: CO-CURRICULA ACTIVITIES

FOOT-BALL PLAYER

PART E: GENERAL REMARKS

A humble and polite boy with excellent behaviour.

Pupil's Signature Paul Ouma

Date 10/2/99

Signature/Official Stamp [Signature]
Headteacher

This certificate was issued without any erasure or alteration whatsoever.



Adm. No. FB/087/2014

East Africa College of Commerce and Development Studies

CERTIFICATE

This is to certify that

PAUL OUMA ONUKO

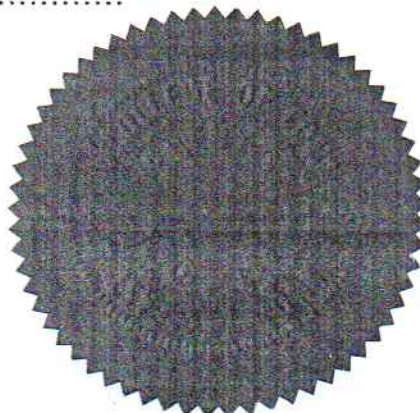
*has successfully completed a Certificate Course in Food & Beverage
Management and awarded grade(s) as indicated below.*

<u>Course</u>	<u>Grade</u>	
Communication Skills	68%	Credit
Food and Beverage Production	63%	Credit
Food Science and Nutrition	68%	Distinction
Mathematics	60%	Credit
Information & Communication Technology	64%	Credit
Entrepreneurship Education	65%	Credit
Food & Beverage Service & Sales	69%	Credit
Average 65 Credit		


.....
Director


.....
Head of Department

Certificate No. EACCD/295/2015



PHONE: 0721-489769
0710-324860
E-Mail: eastafricacollege@yahoo.com
eastafricacollege@gmail.com
GHALE HOUSE
2nd FLOOR
P.O. BOX 101521 - 00101
NAIROBI



East Africa College of Commerce
and Development Studies

OFFICIAL TRANSCRIPT

NAME: PAUL OUMA ONUKO

ADM NO: HC/087/2014

COURSE: DIPLOMA IN HOTEL & CATERING
MANAGEMENT

YEAR 2016

<u>UNIT</u>	<u>MARKS</u>	<u>GRADE</u>
Business Communication	72%	Distinction
Fundamentals of the Hotels & Catering Mgt	68%	Credit
House Keeping & Accommodation Studies	65%	Credit
Restaurant Services	66%	Credit
Front Office Operations & Administration	67%	Credit
Food and Beverage Management	74%	Distinction
Hotel Catering Law	63%	Credit
Accounting, Purchasing & Cost Control	65%	Credit
The Human Resource in Hospitality	62%	Credit
Hospitality Management	68%	Credit
Marketing for Hospitality Management	67%	Credit
Project Paper	65%	Credit

AVERAGE COURSE SCORES 67% AVERAGE GRADE: CREDIT

KEY: 70% & Above (Distinction), 60% - 69% (Credit), 50% - 59% (Pass),
49% & Below (Fail)

APPROVED

DATE ISSUED..... 24th August, 2017 SIGNED..... DIRECTOR OF TRAINING

Institute with a difference

PHONE : 0721-489769
: 0710 324860
E-Mail : eastafricacollege@yahoo.com
: eastafricacollege@gmail.com

GHAE HOUSE
2ND FLOOR
P.O. BOX 101521 - 00101
NAIROBI



East Africa College of Commerce and Development Studies

CERTIFICATE

This is to certify that

PAUL OUMA ONUKO

satisfied the institute's performance requirement for the award of a

Diploma
in

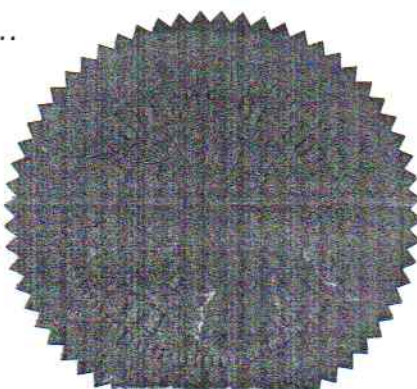
HOTEL AND CATERING MANAGEMENT

Director

Head of Department

Certificate No. EACCDS/305/2017

Date of Issue 24th August, 2017





KENYA UTALII COLLEGE

NAIROBI

CERTIFICATE OF ATTENDANCE

This is to certify that

Paul Ouma Onuko

has attended a

REFRESHER COURSE

in

MASS FOOD PREPARATION AND PRESENTATION

from 8th April, 2013 to 3rd May, 2013

in which the following was offered:

- PREPARATION AND PRESENTATION OF FOOD IN LARGE SCALE OPERATIONS
- HANDLING OF FOOD PREPARATION EQUIPMENT
- MENU PLANNING FOR LARGE SCALE COOKERY
- ECONOMIC USE OF RAW MATERIALS
- KITCHEN HYGIENE AND SANITATION
- BASIC FOOD KNOWLEDGE

Director of Studies
Kenya Utalii College

Principal
Kenya Utalii College

DATE: 3rd May, 2013

REF NO. CA/KM1/2013/17



25th Aug 2009

TO WHOM IT MAY CONCERN

Dear Sir/Madam,

REF: PAUL OUMA ONUKO

This is to certify and confirm that the above named person has worked with us from Feb 2008 – July 2009 as a CHEF IN CHARGE producing the menu of the , ordering items used in the kitchen, minding on the food cost on a daily basis.

He is a hard working person and perform all duties assigned to him diligently.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Dr. S. Kiruthu", is positioned above the printed name.

Dr. S. Kiruthu

DIRECTOR

phone: 254-20-4185410/2025622/4181662 • cell: 0722 870792 • fax: 254-20-4182892

P.O. Box 346, 00606 Sarit Centre, Nairobi, Kenya

info@thayuroundvales.com • www.thayuroundvales.com



The Panari Hotel
Nairobi

Cert. S/N: HRM/CS/640KB/2015


CERTIFICATE OF SERVICE

[Issued under the requirements of The Employment Act, 2007 section 51]

This is to certify that

PAUL OUMA ONUKO employee number 640KB joined THE PANARI HOTEL'S KITCHEN DEAPRTMENT on AUGUST 1, 2009 to serve in the capacity of a COOK a position he held until AUGUST 18, 2014 when he left the Panari Hotel. During this period of employment he was based at MOMBASA ROAD, NAIROBI.

SIGNED


.....
HUMAN RESOURCES OFFICER

01/04/2015
.....
DATE

DISCLAIMER:

This Certificate of service has been issued without any erasures and/or alterations; it does not, however, imply endorsement or recommendation by THE PANARI HOTEL but merely serves as a proof of service rendered in the company.

For further information, please do not hesitate to contact the HR & Administration Manager.

The Panari Hotel, P.O Box 4372-00506, Nairobi, Kenya, Tel: +254 (020) 3946000
Cell: +254 711 091 000, Email: info@panarihotels.com Website: www.panarihotels.com



LE-VANS PARK HOTEL

P. O. Box 44853-00100
GPO Nairobi, Kenya.

Tel: 020-2730097

5TH NOVEMBER 2006

TO WHOM IT MAY CONCERN

RE: PAUL OUMA ONUKO

This is to certify and confirm that the above named person has worked with us From October 2005 to October 2006 as cook . He has been hardworking and diligent employee who showed enthusiasm in his duties and responsibilities. He was disciplined, reliable and team player in the organization.

We will not hesitate to recommend him to any potential employer.

In the meantime we all wish him well in his future Endeavour's .

Yours Faithfully,

DAVID GITUNDU

GENERAL MANAGER
LE-VANS PARK HOTEL



Rk's Restaurant

P.O. BOX 00200 53986, Nairobi
Tel: 254-020-565663, 577630
Kilimani Ring Road,
Off Lenana Road.

Your Ref.....

Our Ref.....

Date: **20TH SEPTEMBER 2005**

TO WHOM IT MAY CONCERN

Dear Sir / Madam,

RE: PAUL OUMA ONUKO

This is to certify that Mr. Paul Ouma Onuko was in employment with RK'S Restaurant as a cook from 20th August, 2004 to 15th September 2005.

In his tenure, Mr. Onuko proved a resourceful person to work with. He showed honesty and pleasantness in his duties.

I therefore highly recommend him for any relevant position.

Thanking you.

Yours Sincerely,

M. Kopere
MANAGER

Prime Catering Services

Kogo Star Plaza, Off Mbagathi/Langata Rd.

17TH AUG 2004

TO WHOM IT MAY CONCERN

Dear Sir / Madam,

RE: PAUL ONUKO

The above named person was an employee of this company from may 2001 to 17TH Aug 2004.

During this period, we found Mr. Paul's work to be very satisfactory. He was a hard working and obedient staff, who performed his work diligently with minimum supervision.

I highly recommend Mr. Paul for any relevant position he may be offered.

Yours faithfully,



JOSEPHAT M. ANGOLI

DIRECTOR

PAGODA
RESTAURANT LIMITED



Sound Plaza, 3rd Floor
Tel:- 447318/19
Westlands,
P.O. Box 49806
NAIROBI
KENYA

Our Ref: NN/OB/01/10/00PER

Date: 27th October, 2000

Mr. Paul Ouma Onuko,
C/O Pagoda Restaurant Limited,
P.O. Box 49806,
NAIROBI

Att. Mr. Onuko,

RE: RETRENCHMENT

We regret to inform you that due to the current operations situation, the company cannot cope with the staff load and therefore with effect from 1st November, 2000 your services shall cease.

Your benefits shall be calculated as required by the union and you are expected to surrender all the company properties that are in your possession.

Your co-operation in the matter shall be highly appreciated.

Yours faithfully,

PAGODA RESTAURANT LIMITED

A handwritten signature in black ink, appearing to be 'N. Noordin', followed by a horizontal line.

N.NOORDIN
DIRECTOR

CC. Manager
Shop Steward
Kudhieha Workers
Accounts

DIRECTORS

Rajoo Patel, N. Noordin, Neelam Pal, Neha Patel

CERTIFICATE OF RECOGNITION

Presented to

Paul Ouma

For being Nominated as the Outstanding Employee of the
Year 2019
For
Catering



Christine Kagwiria
Director, HR & Talent Development



Prof. Dominic Mwenja
Chief Executive Officer

Date of Issue: December 18th 2019



Christian Organizations Research and Advisory Trust of Africa

Certificate of Attendance

This certificate is awarded to

PAUL OUMA ONUKO

in recognition of successful completion of the

Change and Culture Management Session

held at CORAT Management and Development Centre (CMDCC)

in Nairobi, Kenya in June - July, 2022

**Programmes Manager
CORAT AFRICA**

