



LEONARD M.MUSYOKI



CONTACT

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OBJECTIVE

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.



EXPERIENCE

Pambazuko Properties

Sep 2019 - Upto date

It Tutor / Cyber Attendant

Duties and responsibilities

- Assessing student progress
- Managing learning environment
- Delivering personalized tech training.
- Providing technical support
- Managing cyber cafe operations.

Abetec Hub

Aug 2018 - may 2019

It Tutor / Cyber Attendant

Duties and responsibilities

- Offering digital services like printing, scanning while ensuring custome satisfaction,Data security and adherence to cyber policies by troubleshooting issues.
- Maintaining equipments and keeping the premises clean.
- Creating lesson plans.
- Mentoring students and fostering skills like critical thinking and self confidence.



SKILLS

Communication skills

Patience and empathy

Active listening

Leadership and mentorship

Organizational and time management

Computer literacy

Technical support and troubleshooting

Problem solving



REFERENCE

Alex King'uyu - Abetec Hub

Director

+254723441762



EDUCATION

Kenya Youth Employment & Opportunities Project

2018

Certificate in Computerized Front Office Pass

Tutini Secondary School

2010

KCSE
C+ Plus

Tutini Primary School

2006

KCPE
364 Marks