

CURRICULUM VITAE

PERSONAL INFORMATION

NAME : EVANSON MWANGI GITAU
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MOBILE : 0726566330
NATIONAL ID NO : 27672447
DATE OF BIRTH : 26.09.1990
SEX : MALE
MARITAL STATUS : MARRIED
NATIONALITY : KENYAN
RELIGION : CHRISTIAN

CARRER OBJECTIVE

TO WORK IN AN ENVIRONMENT CALLING FOR TOTAL DEDICATION AND COMMITMENT THAT WILL HELP ME GROW IN MY CAREER AND INFLUENCE PEOPLE IN MY SURROUNDING POSITIVELY. THIS WILL GIVE ME A CHANCE TO EXPLOIT AND APPLY PRACTICALLY EVERY RELEVANT SKILL THAT I HAVE ACQUIRED.

EDUCATION BACKGROUND

YEAR: 2012 (September) - 2013 (March)
CHRISTIAN INDUSTRIAL TRAINING CENTER
DIPLOMA IN INFORMATION TECHNOLOGY
(Computer Networking)

YEAR: 2012 (January-July)
CHRISTIAN INDUSTRIAL TRAINING CENTER
CERTIFICATE IN INFORMATION TECHNOLOGY

YEAR: 2011 (May-July)
ST. KIZITO VOCATIONAL TRAINING INSTITUTE
CERTIFICATE IN COMPUTER NETWORKING

YEAR: 2010 (May-July)
ST. KIZITO VOCATIONAL TRAINING INSTITUTE
CERTIFICATE IN COMPUTER APPLICATIONS

YEAR: 2006-2009
KIAMBUGI BOYS HIGH SCHOOL
KENYA CERTIFICATE OF SECONDARY EDUCATION
MEAN GRADE: C-

YEAR: 1998-2005
KASARANI PRIMARY SCHOOL
KENYA CERTIFICATE OF PRIMARY EDUCATION
MARKS: 273

EMPOLYMENT EXPERIENCE

<u>EMPLOYER</u>	<u>POSITION</u>	<u>RESPONSIBILITIES</u>
GOLDEN MARKETING KENYA (2017 November – TO DATE)	<i>MERCHANDISER</i>	<ol style="list-style-type: none"> 1) ENSURE PRODUCTS ARE CLEAN AND PRESENTABLE AT ALL TIMES. 2) CHECK ON SLOW MOVING PRODUCTS. 3) CHECK ON OVER STOCKS. 4) CHECK ON SHORT EXPIRY PRODUCTS. 5) ENSURE PRICES ARE CORRECT AND SHELF LABELS ARE PROPERLY MARKED. 6) REMOVE ANY DAMAGED PRODUCTS FROM THE SHELVES AND ADVISE ACCORDINGLY.

CLC CHRISTIAN BOOKLINK [K] LTD **STORE KEEPER**
(2016 April – 2017 August)

- 1) KEEP RECORD OF SALES AND RESTOCK THE STORE ACCORDINGLY.
- 2) MANAGE AND TRAIN THE STORE STAFF.
- 3) ENSURE THE STORE IS KEPT CLEAN AND ORGANISED.
- 4) CONDUCT AND GUIDE STOCK TAKE.
- 5) ASSIATANT PRINTER
- 6) OFFICE MESSANGER
- 7) STANDBY DRIVER

THE HUMART SUPERMARKET **BACK OFFICE**
(2015 January – 2016 March)

- 1) RECORDS KEEPING AND MAINTENANCE.
- 2) REGULARORY COMPLIANCE.
- 3) CHECKING AND RECEIVING GOODS.
- 4) CUSTOMER SERVICE
- 5) CASHIER

STAMP INVESTMENTS **WORKSHOP STAFF**
(2014)

- 1) PRODUCTION OF STOVES.
- 2) OFFICE MESSENGER
- 3) STANDBY DRIVER

KWETU CYBER CAFÉ **CYBER ATTENDANT**
(2013)

- 1) NETWORK ADMINISTRATION
- 2) PHOTOCOPYING
- 3) PRINTING
- 4) SCANNING
- 5) LAMINATION
- 6) BINDING
- 7) TYPESETTING

KENYA TENTS LIMITED
(2010)

CASUAL WORKER

- 1) SETTING UP TENTS
- 2) CLEANING TENTS
AFTER FUNCTIONS.

OTHER SKILLS

- CUSTOMER SERVICE :CERTIFICATE IN CUSTOMER SERVICE :HOMEBOYZ FOUNDATION
- GOOD INTERPERSONAL SKILLS
- GOOD COMMUNICATION SKILLS
- GOOD INFORMATION TECHNOLOGY SKILLS
- DRIVING : DRIVING LICENCE (B,C,E,A)

EXTRA CURRICULUM ACTIVITIES

- DRIVING
- PLAYING FOOTBALL
- TRAVELLING
- SOCIALIZING

ADDITIONAL INFORMATION

CONSIDER MYSELF A DYNAMIC INDIVIDUAL, HONEST, TEAM WORKER, HARDWORKING, COMMITED AND ADAPTABLE TO CHANGES. ANY ASSIGNMENT INVOLVING THIS SECTOR I WILL FIND REWARDING.

REFEREES

JAMES MUNYAO
PRINT ON DEMAND MANAGER
CLC CHRISTIAN BOOKLINK [K] LTD
TEL: 0714473553

CHRISPIN OTIENO
PROJECT MANAGER
GOLDEN MARKETING KENYA
TEL: 0718376752

PAUL GITAU
KEY ACCOUNTS MANAGER
GRAIN INDUSTRIES LIMITED
TEL: 0725932059