



RONALD MWANGI

Mathematician

Profile

- I am a hard working, honest individual. I am a good timekeeper, always willing to learn new skills. I am friendly, helpful and polite, have a good sense of humour. I am able to work independently in busy environments and also within a team setting. I am outgoing and tactful, and able to listen effectively when solving problems.*

Contact

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Education

2022

BSc Mathematics and computer science -Second class Honours (Lower division)

Multimedia University of Kenya

2016

Kenya Certificate of Secondary Education (Grade B)

G. G RUMURUTI BOYS HIGH SCHOOL

CERTIFICATIONS

Google IT support by GOOGLE

Google Data Analytics by GOOGLE

Google Project M by GOOGLE

SOFT SKILLS

- Leadership: able to lead a team.
- Collaboration: able to work well with others.
- Creativity: able to bring new ideas to the table.
- Commitment to excellence: attentive to detail.
- Problem-solving: able find effective solutions to problems.
- Analytical: able to gather information and draw conclusions from it

Experience

2023 June

Kenya Accountants and Secretaries National

Examinations Board (KASNEB)

Data Reconciliation Officer

- Reconciling payments to ensure the accounting system reflects the correct transactions.
- General ledger reconciliations.
- Performing financial transactions such as verifying, calculating and posting accounts receivable data.
- Account reconciliations such as bank, inventory control, clearing, billings etc.
- Supporting the month-end process.
- Generating month-end reports.

2022 August

Independent Electoral and Boundaries

Commission (I.E.B.C)

Presiding Officer

- Controls the flow of voters in the polling stations.
- Supervises polling officials.
- Counts and tallies votes cast.
- Announces election results in a designated polling station.
- Signs the official results declaration forms in a polling station.
- Transmit result electronically to the national and constituency tallying centres.

2022 April

Voters Verification Clerk

- Publicize register of voters verification /inspection activities.
- Facilitate inspection of register of voters by voters.
- Collate and submit inspection data on claims to the RVIA.
- Report the register inspection progress to the RVIA.

2021-2022

Voter Educator

- Facilitate voter education activities in liaison with local stakeholders, relevant authorities and community leaders
- Distribute and disseminate voter education material in schools, churches/mosques, health centers, markets, community centers, farms, business centers and at any other convenient places
- Mobilize eligible voters to participate in voter registration and other electoral activities
- Prepare weekly activity reports and submit to the Constituency Coordinator

2021 October

Voters Registration Clerk

- Publicize voter registration activities and biometric voter registration KIT Movement Schedule
- Facilitate the registration of voters
- Collate and submit registration data to the Voter Registration Assistant on weekly basis
- Report the progress and challenges of the voter registration process to the Voter Registration Assistant

TECHNICAL SKILLS

- IT Support-Knowledge in Technical Support, Computer Networking, Operating Systems, System Administration, IT Security
- Data Analytics-Cleaning, analysing, interpreting, and displaying data using business intelligence tools
- Project Management-leading the work of a team to achieve all project goals within the given constraints
- Web Programming-Creating Responsive websites using HTML,CSS,Bootstrap,PHP & MySQL

Clubs and Societies

- **Health and Environmental club**
- **Peace Ambassadors Kenya(pambio)**
a national youth focused and youth managed peace building and youth empowerment organization

Hobbies/ Interests

- **VOLUNTEERING**-helping others and giving back to communities
- **SPORTS**-team sports such as Table tennis, swimming and bike racing
- **STRATEGIC GAMES**-activities like chess and puzzle-solving improving critical thinking skills
- **TRAVELLING**-interested in other cultures, able to adapt to different environments

2022 June

State Department for Social Protection, Senior Citizens Affairs and Special Programmes.

ENUMERATOR FOR VULNERABLE HOUSEHOLDS

- Identifying boundaries for the Enumeration Areas, locating all structures and visiting every Vulnerable household to list all the usual members in the enumeration area assigned to them before the enumeration exercise.
- Administering all questions and recording responses on all persons who will have spend the night in each of the Vulnerable households in the assigned Enumeration Area.
- Obtaining complete and accurate answers and capturing them correctly during the enumeration exercise.
- Forwarding Reports, all equipment and questionnaires (used and unused), maps, to the Content Supervisor after the enumeration exercise.

2018 January

Reliance Fire Safety East Africa Ltd

ICT Attachment

- Computer & printer maintenance.
- Network cable crippling & network configuration.
- Email creation.
- Update data into a computer system.
- Answering customer calls, listening to their concerns and solving problems.
- Inspecting and testing tools and materials used by field engineers.

2017-August

Independent Electoral and Boundaries

Commission (I.E.B.C)

Polling/Counting Clerk

- Prepare the polling station for polling day.
- Verifies the voter's name and ID (and voter's card number) in the voters' register.
- Identifies a voter electronically.
- Issues ballot papers to voters.
- Manages queues and directs voters to respective polling stations.
- Ensures that voters vote in secret and place their ballot papers in the (correct) ballot box.

Reference

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