

MOSES OCHIENG OTIENO

SOFTWARE DEVELOPER

P +254 769933048

E Moses22otieno@gmail.com

A Awendo Kenya 40404

W <https://www.linkedin.com/in/mosesotieno-214b72440>

BACKGROUND

Self-motivated with incredible skills in software development and advanced experience in the current computer technology. Experienced Clerk with exceptional typing and data entry abilities and results-driven nature. Knowledgeable about logging daily information, researching variances and maintaining thorough records. Accuracy-driven, service-oriented and diligent about completing tasks with little supervision.

EXPERIENCE

2022-08 to 2022-09

Clerk volunteer
IEBC, Migori Rongo

- Drove customer loyalty and consistency through friendly service and knowledgeable assistance.
- Interacted with customers by phone, email, or in person to provide information.
- Produced high-quality communication for internal and external use.
- Provided quality clerical support through data entry, document management, email correspondence and overseeing the operation of office equipment.

LANGUAGES

I speak fluent English and Swahili

INTEREST

Reading
Listening to music
Researching

EDUCATION

1.) ST. PAUL'S UNIVERSITY

Kiambu Africa Kenya

Bachelor in Science | Computer Software and Media Applications
From September 20201 – Current

2.) MARIWA HIGH SCHOOL

Africa Kenya
From January 2016 - November 2021

KENYA CERTIFICATE OF SECONDARY EDUCATION
POINTS:63/100

KEY SKILLS

- COMMUNICATION SKILLS
- CREATIVITY
- COMPUTER SKILLS
- PROJECT MANAGEMENT
- MAIL PROCESSING
- TELEPHONE ETIQUETTE
- POINT OF SALE
- RESEARCH SKILLS