

PROFILE

MR. EMONI MORUANG'KOR DICKSON

NAME**GENDER**

MALE

DATE OF BIRTH

1994

ID №

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MARITAL

MARRIED

RELIGION

CHRISTIAN

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TURKANA

SUB-COUNTY

LOIMA

WARD

LOIMA

LOCATION

LOIMA

VILLAGE

NAMORUPUTH

EDUCATION BACKGROUND

Name of the Institution	Date of Commencement	Date of completion	Award/grade/points
ELDORET TECHNICAL TRAINING INSTITUTE (ETTI)	September 2019	Up to date	Diploma in Road Transport Management (KNEC), PURSUING.
ELDORET TECHNICAL TRAINING INSTITUTE (ETTI)	January 2017	July 2019	Certificate in Road transport Management (KNEC), PASS.
BISHOP MAHON CENTRE - LODWAR	September 2013	November 2013	Certificate in Computer systems and Application Packages (Full Certificate)
P.A.G LODWAR SECONDARY SCHOOL	February 2000	November 2003	Kenya Certificate of Secondary Education (KCSE), Grade D (Plain)
NAMORUPUTH PRIMARY SCHOOL	January 2001	November 2008	Kenya Certificate of Primary Education (KCPE), 272/500 Marks.

SKILLS

- ❖ DRIVE IBLI Training and approved to sell DRIVE Products
 1. Introduction to Insurance
 2. Finance Inclusion
 3. Index-Based Livestock Insurance
 4. DRIVE Finance Package
 5. Group Savings & Credit Mobilization
- ❖ Time-efficient, systematic working methodology,
- ❖ Rapid adaptability to new problem-solving and new locations
- ❖ Languages: Ng'atukana, English and Kiswahili. Can easily understand and learn Karamojong, Toposa, Jie, Matheniko of Uganda, Toposa of South Sudan, Merile, and Nyangatom of Ethiopia because of the ethnic relationship.
- ❖ Information Technology (IT): Introduction to computers, Internet, Word, Excel, Windows, publisher, power point, Access, MSDOS, Adobe PageMaker, Corel Draw, Photoshop, Programming in Qbasic, in Pascal version 5.5, Dbase 3+ and Internet, html, SPSS and etc.
- ❖ Clean Motor vehicle (B Light) and Motor cycle driving license.
- ❖ Competitive Certificate in Basic Mechanic of vehicles and Motor Cycles.
- ❖ Entrepreneur skills
- ❖ Teamwork skills
- ❖ Researcher skills

Competence:

Communication: - able to get one's message understood and clearly by adopting a range of styles, tools and techniques appropriate to the audience and the nature of the information.

Creative thinking: -able to transform creative ideas into practical reality. Can look at existing situations and problems in novel way and come up with solutions.

Influencing and persuading: - able to present sound and well reasonable arguments to convince others. Draw from a range of strategies to persuade people in a way that results to agreement or behaviour change.

Managing relationships and team work: - able to build and maintain effective working relationships with a range of people. Work cooperatively with others to be part of a team, as opposed to working separately or competitively.

Planning and Organization: - able to think a head in order to establish an efficient and appropriate course of action for self and others. Priorities and plans activities taking into account all relevant issues and factors such as deadlines, staffing and resources.

Resilience: - manages personal effectiveness by managing emotions in the face of pressure, setbacks or when dealing with provocative situations. Demonstrate an approach to work that is characterized by commitment and energy.

WORK EXPERIENCE

Administrator at Turkana Institute of Health and Psychological Studies (From 2020 to 2022)

Responsibilities and duties

- ❖ Manage budgets, logistics and events or meetings
- ❖ Handle scheduling, record-keeping: students records, files and transcript, and reporting
- ❖ Ensure the school complies with relevant laws and regulations
- ❖ Assist lecturers and department heads in planning course schedules, preparing materials for classes, and organizing department events
- ❖ Assist students in career planning, train students in job acquisition strategies like interviewing, resume writing, networking, help students find internship and industrial attachment
- ❖ Create, edit and publish Institute publications, brochures, marketing materials and communication
- ❖ Hire, train and advise staff
- ❖ Counsel students when needed
- ❖ Resolve conflicts and other issues arising

Industrial Attachment at the Ministry of Infrastructure, Transport and Public Works – Turkana County Government (From August 2018 to October 2018)

Tasks of a transport clerk

- Confer with customers about services, tariffs, specific transport conditions, advisable packaging and organizing freight into containers.
- Calculate costs, and provide offers for storage, insurance, etc.
- Identify and plan the most appropriate routes and means of transportation taking into account the nature of goods, costs, transit time and security.
- Carry out orders, i.e. dispose, arrange and monitor transportation and storage, and keep track of shipment through all phases of the journey.
- Develop work schedules in line with priorities, devise and schedule shipment, record shipment data, such as weight, charges, space availability, and damages and discrepancies, for reporting, accounting and record keeping purposes.
- Contact carrier representative to make arrangements and to issue instructions for shipping and delivery of goods in accordance with customer requirements.
- Obtain, prepare, issue and check transportation documents to meet customs and insurance requirements, packing specifications, and compliance with overseas countries' regulations and fiscal regimes.
- Arrange insurance and assist clients in the event of a claim (e.g. damage, loss).
- Examine shipment contents and compare with records, such as manifests, invoices or orders, to verify accuracy.
- Arrange appropriate packing and delivery or warehousing of goods at their final destination.
- Undertake clerical and administrative work.

Deputy presiding officer – Fresh Presidential Election at IEBC (October 2017)

Duties and responsibilities

- Conduct training on the polling, counting and tallying process for the clerks.
- Collect and ensure security of all election materials for the General election.
- Oversee efficient and effective management of the election before, during and after of election.
- Ensure the good conduct of elections in the polling station or tallying center as assigned.
- Counting, tallying and announcement of provisional results in the polling station and sending the same through online transmission to the National and Constituency tallying centers.
- Ensure safe custody all entrusted documents during the General Elections, document hand over of all election materials and equipment to RO after the General Election.

Deputy presiding officer – General Election at IEBC (August 2017)

Duties and responsibilities

- Conduct training on the polling, counting and tallying process for the clerks.
- Collect and ensure security of all election materials for the General election.
- Oversee efficient and effective management of the election before, during and after of election.
- Ensure the good conduct of elections in the polling station or tallying center as assigned.
- Counting, tallying and announcement of provisional results in the polling station and sending the same through online transmission to the National and Constituency tallying centers.
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Clerk of the Register of Voters Verification / inspection at IEBC (From May 2017 to June 2017)

Duties and responsibilities

- Publicize register of voter's verification /inspection activities.
- Open and close the register Verification/ Inspection Centre at the designated time.
- 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.
- Ensure security of the register of voter's inspection materials.
- Perform any other duty as may be assigned by the Registration Officer.

Security officer at G4S (From 2016 to 2017)

Responsibilities and duties:

- Maintains safe and secure environment for customers and employees by patrolling and monitoring premises and personnel.
- Secures premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.
- Obtains help by sounding alarms.
- Prevents losses and damage by reporting irregularities; informing violators of policy and procedures; restraining trespassers.
- Controls traffic by directing drivers.
- Completes reports by recording observations, information, occurrences, and surveillance activities; interviewing witnesses; obtaining signatures.
- Maintains environment by monitoring and setting building and equipment controls.
- Maintains organization's stability and reputation by complying with legal requirements.
- Ensures operation of equipment by completing preventive maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.
- Contributes to team effort by accomplishing related results as needed.

Baseline survey of plant farms along River Turkwel by MT. Kenya University (From September 2014)

Responsibilities and duties

- Collect and analyze data
- Prepare materials for submission to granting agencies and foundations
- Prepare interview questions
- Recruit and/or interview subjects
- Maintain accurate records of interviews, safeguarding the confidentiality of subjects, as necessary
- Summarize interviews
- Provide ready access to all experimental data for the faculty researcher and/or supervisor
- Request or acquire equipment or supplies necessary for the project

- Manage and respond to project related email
- Prepare, maintain, and update website materials
- Attend project meetings
- Attend area seminars and other meetings as necessary
- Summarize project results
- Prepare progress reports for funding agency
- Prepare other articles, reports, and presentations
- Monitor the project budget

Volunteer secretary Loima zone office at Child Fund (From 2013 to 2014)

Qualities, skills & knowledge

- Methodical, with a good eye for detail;
- Well organized, with an orderly mind;
- Bring objectivity to the proceedings;
- Deal promptly with correspondence;
- Able to take accurate notes of meetings;
- Make sure members receive all the necessary material;
- Bring the necessary material to the meeting;
- Work well with the Chairperson;
- Ensure quorum is met for meetings; and
- Have knowledge or experience of committee procedures

HOBBIES

Exploration, adventure, History, music, sociology, Working-out, swimming, Reading: the Bible, the constitution, policies and following analysts' arguments in various fields, Play Football and Volleyball, Reading Novels, Reading Dictionaries and Researching in the Internet.

REFEREES

1. Mr. Elimlim Josephat Lomoe
Director Kidwise Academy
P.O. Box 581-30500, Lodwar. Kenya (East Africa)
2. Rev. Fr. Dr. Paul Lonyuduk Ngirea, Phd
Director Akwanga Academy
P.O. Box 581-30500, Lodwar. Kenya (East Africa)
3. Mr. Mathew K. Lemuya
Chief Loima Location (Namoruputh)
P.O. Box 1-30500, Lodwar. Kenya (East Africa)