**CURRICULUM VITAE**

JOAN

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**PERSONAL DETAILS**

Date of Birth: 24 February 1994

Gender: Female

Nationality: Kenyan

**CAREER OBJECTIVE**

To thrive through pursuance of excellence by combining acquired knowledge, skills and available resources altogether with professionalism to deliver personal and or team output which can meet the best standards possible. To apply open and standard knowledge in cost effective and efficient manner for organization and uphold the ethic principal of profession.

**PERSONAL ATTRIBUTES**

Possess the following attributes

* Self Motivate
* Organized person
* Creative individual
* Loves team work and ready to learn

**WORK AND PROFFESSIONAL EXPERIENCE**

Formal: Kwetu Supermarket

Position Held: Director Sales/ Supermarket Attendant

**EDUCATION BACKGROUND**

Currently: Pursuing Certificate in Community development and social work

Institution: Africa College of Aviation and Management

Kenya Certificate of Secondary Education

Institution: St Mary’s Girls Secondary School

Year: 2009-2012

**IT PROFICIENT**

Application packages

Introduction to computer packages i.e. ms word, ms excel, power point, internet and email

**EXTRA CURRICULUM ACTIVITIES**

* Engaging in youth activities
* Debating
* Community outreach activities