

CURRICULUM VITAE



PERSONAL DETAILS

NAME : MRS. SERAH KAINYU NDEGE
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MOBILE : 0722 740 336
MARITAL STATUS : MARRIED
NATIONAL ID NO. : 1910919

EDUCATIONAL BACKGROUND

<u>DATE</u>	<u>INSTITUTION</u>	<u>QUALIFICATION</u>
2011-2012	Daystar University (Completed course work , working on project)	MA in Communication
1972-1975	Makerere university	BA (Second Class Honours) DIP. In Education (Second Class Hounor)
1966-1972	Highlands Girls High	'A' level (Moi Eldoret)
1966-1969	Kaaga Girls High	'O' level
1959 -1966	Kaingua primary School	C.P.E

PROFESSIONAL QUALIFICATION

<u>DATE</u>	<u>INSTITUTION</u>	<u>QUALIFICATION</u>
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1995-1996	St. Andrews church	Diploma in Theological education by Extension (TEE)
1997-2002	Computer of School Workshop	many workshops at national and provincial Level on Headship

WORKING EXPERIENCE

KANGARU HIGH SCHOOL (1975-1976)

DUTIES : Taught geography and C.R.E, Head of Geography Club, House Mistress and Patron Geography Club, Class Teacher.

PARKLANDS BOYS SECONDARY SCHOOL (1976 – 1982)

DUTIES : Taught Geography, Social education & Ethics, Patron Geography Club, Guidance & Counseling and Team Leader with KNEC.

PARKLANDS BOYS SECONDARY SCHOOL (1983 – 1997)

DUTIES : Appointed Deputy Head of School; Attended Heads Seminar with KESI, KESI Tutor, Acted Head of School for 3 months, Appointed Chief Examiner and Chief Instructor by KNEC in Social Education & Ethics, Mwalimu SACCO Commissioner, Acted Mwalimu SACCO Secretary for 3 months, Nairobi Mwalimu branch Delegate and Secretary. Appointed Senior Graduate, Mwalimu SACCO Supervising Committee National Secretary.

STATE HOUSE GIRLS HIGH SCHOOL (1997 – 2008)

SENIOR PRINCIPAL JOB GROUP Q

DUTIES : Overall Head Of School under direction of the Board of Governors, serves as the Accounting Officer of the school, being responsible for preparation of the estimates for recurrent and development expenditure for the school, interpreting and implementing policy decisions pertaining to training, Serving as the secretary to the managing authority of the school, Overall organizing, co-ordinating and supervisor of all the activities in the institution and being responsible for improving and maintaining high training and learning standards, Responsible for planning, acquisition, development and maintenance of physical facilities at the institution, Co-ordinating specific and learning activities in the institution, promoting positive linkages between the institution and the neighboring communities and nearby organizations, promoting liaison between the institution and other private sector organization and promoting the welfare of all staff and students within the institution.

TECHNICAL UNIVERSITY OF KENYA 2008- TODATE

DUTIES: LECTURER IN COMMUNICATION

CITIDELL 2008- TODATE

DUTIES: FINANCIAL OFFSHORE CONSULTANT

RESPONSIBILITIES IN SOCIETY

Currently Patron – Kiangua Secondary School

Currently member of board of governors- Gakuuni Girls Secondary

Currently Vice Chairman- Karen Sacco Society

Vice Chairman Nairobi Head Association

Member of KSSHA Council

National Trefoil (Ranger) Secretary

Member of Kenya National Examination Council

Church Deacon

Centre organizer of Kenya national examination makers

Centre organizer of SMASSE – Strengthening of Maths and Sciences

Treasurer of Nairobi Heads Association

Patron of girl's education movement in schools (Unicef Club)

Member of Kenya Maendeleo ya Wanawake

Life member of YMCA and YWCA

Patron of research club by Steadman

HOBBIES socializing, travelling, Women Organization, Development (Harambee movement),
listening and appealing, Building, guidance & Counseling especially the youth & married
couples and farming.

REFEERES 1. Mr. Ibrahim Hussein
 Former Chairman Teacher Service Commission
 Private Bag
 NAIROBI.

 2. Mr. Erastus Kiugu
 Former Chairman – BOG, State House Girls high School
 NAIROBI.

