

PETER KELVIN NJENGA

Telephone no: +254721600886 Email: kelvinpeter957@gmail.com

Bio Data	<p>Gender: Male</p> <p>Marital Status: Single</p> <p>Date of Birth: 30th October 1997</p> <p>ID No.: 35018376</p> <p>Nationality: Kenyan</p> <p>Languages: English, Kiswahili</p>	
Personal Profile	<p>A highly competent and enthusiastic young man with experience working as part of a team in a busy environment. Well-organized and proactive in providing timely, efficient, and accurate support to colleagues. Approachable, well-presented, and able to establish good working relationships with a range of different people. I possess a proven ability to generate innovative ideas and solutions to problems. I aim to add value by working hard, and smart and incorporating my already gained skills, and willingness to learn new skills to facilitate organizational efficiency, effectiveness, and growth.</p>	
Professional Profile & Objectives	<ul style="list-style-type: none">• To be a team player• Able to work with no supervision at all• To help the organization achieve its target and profits• A go-getter and hard worker	
Education	2016 – 2020	Hotel and Hospitality Management Karatina University
	2011 – 2015	Kenya Certificate Secondary Education St. Joseph’s High School
	2002 - 2010	Kenya Certificate Primary Education Major Junior Primary School
Skills	<ul style="list-style-type: none">➤ Communication Skills: I am an excellent communicator who effectively conveys information both verbally and in writing. I am also a keen listener and give prompt feedback.➤ Interpersonal Skills: Ability to work in a team, demonstrated ability to build agreement and navigate complex and appropriate frameworks.➤ Flexibility: Capacity to fit into most environments, maintain calm under pressure, and adapt well to changes in the workplace.➤ Time management: I ensure to keep time to meet deadlines on time.➤ Hardworking: I work hard to ensure the day’s results are met.	

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- **Organizational skills:** I am a highly organized young man to ensure efficiency at work.
 - **Team player:** Works as a competent member of the team, willingly providing back-up support for coworkers when appropriate and actively supporting group goals.
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Additional Information

Hobbies and Interests:

- Socializing
 - Reading
 - Cooking
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Referees

Dr. Methuselah Bichage
Lecturer
Tel: 073390838