

## Curriculum Vitae

<b>Contact Information</b>	<b>Name :</b> Joseph Marindi <b>Phone:</b> +254 728984349, +254 773072252 <b>E-Mail:</b> <a href="mailto:marindijm@gmail.com">marindijm@gmail.com</a> , <b>Nationality:</b> Kenyan
<b>Career Objectives</b>	<ol style="list-style-type: none"><li>1. To apply my Knowledge, expertise and experience in successfully researching, evaluating and implementing ICT systems that improve organizational efficiency</li><li>2. To provide ICT strategic directions to organizations and help them gain competitiveness through ICT</li><li>3. To be innovative and a team player in my place of work and contribute positively to organization growth</li></ol>
<b>Professional work Summary</b> I am currently working with the <b>United Nations Office for coordination of Humanitarian Affairs (UNOCHA)</b> as the <b>Data manager</b> for the <a href="#">Humanitarian Data Exchange</a> (HDX). This involves: <ul style="list-style-type: none"><li>• Working with partner organizations to support their data management processes.</li><li>• Advising partners on use of data extraction processes for their data systems; develop scripts for data</li><li>• Monitoring the use of HDX by partners in the region and undertake outreach to bring new organizations into the HDX Platform</li><li>• Ensuring data freshness, completeness, and relevance of region-specific data in HDX platform</li><li>• Manage and distribute standard reference data, including taxonomies, code lists, and geodata.</li><li>• Clean the common operational datasets for countries in the Eastern Africa region and move the cleaned files into the HDX platform.</li><li>• Work with non-traditional data sources (telcos, social media) to see what data can be used to inform humanitarian decision making.</li></ul> Previously, I worked with Innovations For poverty Action (IPA) <a href="http://www.poverty-action.org/">http://www.poverty-action.org/</a> as the DSW program <b>Information Systems Manager</b> for East Africa. As a manager, I was tasked with Managing the Development of Management Information Systems which enabled DSW to effectively serve millions of people Operations applications. The position entailed: <ul style="list-style-type: none"><li>• Projecting, securing and managing resources for system development – including finances, infrastructure, and software.</li><li>• Supervising field-testing and deployment of new systems within the program</li><li>• Establishing data management procedures and check-ins with regional office coordinators</li><li>• Managing information systems set-up and roll-out in new expansion areas;</li><li>• Providing expert advice and training to ensure country teams build strong IS capacity</li><li>• Working with program and country management teams to identify opportunities for creating or improving IS</li></ul> Additionally, I worked With <b>Telkom Kenya</b> <a href="http://www.orange-tkl.co.ke/">http://www.orange-tkl.co.ke/</a> and served under the following capacities as an <b>IT projects coordinator</b> and as an <b>IT System analyst</b> . As an <b>IT projects coordinator</b> , the position involved : <ul style="list-style-type: none"><li>• Managing the Business requirements gathering, analyzing and refining them into IT implementable processes.</li><li>• Creating Request for Proposal (RFP) documents specifying Telkom Business-IT processes to be sent to identified IT companies</li><li>• Analyzing RFP responses -Technical proposals against submitted business systems requirements sent out</li><li>• Evaluating tender commercial responses – Analyzing the various proposed Total Cost of Ownership(TCO)</li><li>• Analyzing proposed CAPEX and OPEX for IT systems as proposed by bidding companies.</li><li>• Analyzing project implementation technical documents</li><li>• Conducting system Tests- (Build testing, End-to-end testing and User Acceptance Testing(UAT))</li></ul> As an <b>IT systems analyst</b> , the position involved: <ul style="list-style-type: none"><li>• Monitoring performance of business applications and supporting business users in extracting and analyzing information</li><li>• Developing Business systems using C# , PHP and Java with Oracle 11g database back-end</li><li>• IT systems reporting:- Making of the weekly Telkom Kenya IT report showing performance of business applications</li><li>• International Roaming data analysis: Analyzing roaming CDR's (call data records) and developing the Roaming KPI dashboard</li></ul>	

<b>Education Background</b>	
<b>2013 – 2015</b>	Master Of Business Administration (Strategic Management), University of Nairobi
<b>2006 – 2010</b>	BSc. Computer Science at Masinde Muliro University of Science and Technology,
<b>2012 Jan – Dec 2012</b>	Diploma in Management (Project Management) – Kenya Institute of Management
<b>2011 - 2011</b>	<b>Orange Skill Centre (Online Learning Centre)</b> <ul style="list-style-type: none"> <li>o Introduction to Project Management (Distinction)</li> <li>o Managing the Execution and Control of IT projects (Distinction)</li> <li>o Managing Multiple IT Projects (Distinction)</li> <li>o Strategic Approaches to Managing IT Projects (Distinction) <ul style="list-style-type: none"> <li>o Oracle certifications <ul style="list-style-type: none"> <li>• Oracle Database 11g: Using SQL to Query Your Database.</li> <li>• Oracle Database 11g: Conversion Functions, Group Functions, and Joins</li> <li>• Oracle Database 11g: Sub queries, Set Operators, and Data Manipulation</li> </ul> </li> </ul> </li> </ul>
<b>2001 – 2004</b>	Kenya Certificate of Secondary Education, (KCSE) at Alliance High School Mean grade: A- (Minus)
<b>1993 - 2000</b>	Kenya Certificate of Primary Education (KCPE) at Mochenwa Primary school (Attained 585/700 marks)
<b>Professional and Technical Skills</b>	
	<b>IT Project Management</b> <ul style="list-style-type: none"> <li>• <b>Business - IT Process Analysis and Mapping</b></li> <li>• Business Process analysis and refining IT solutions <ul style="list-style-type: none"> <li>• <b>Web Design and Scripting Languages/tools:</b> PHP,HTML and JavaScript.</li> <li>• <b>Software development (Programming)</b></li> </ul> </li> <li>• <b>GIS Information Systems: - Quantum GIS, CartoDB</b></li> <li>• <b>Mobile Data collection systems – ODK</b></li> <li>• <b>Data curation and visualization – Web mapping, web charting</b></li> <li>• <b>Databases: Oracle, Postgresql, MySQL, SQL-Server, Access, POSTGIS</b></li> <li>• Programming and data visualization – Online work samples <a href="http://jmarindi.github.io">http://jmarindi.github.io</a></li> <li>• ICT Projects worked on – Listing of Projects worked on <a href="http://jmarindi.github.io/marindi/projects.html">http://jmarindi.github.io/marindi/projects.html</a></li> </ul>

<b>Professional Working Experience</b>	
<b>November 2014 -Present</b>	<b>United Nations Office for coordination of Humanitarian Affairs (UNOCHA)</b> <b>Humanitarian Data Exchange(HDX) Data Manager</b>
<b>May 2013-Sep 2014</b>	<b>Innovations For Poverty Action (DSW Project) – Information Systems Manager</b>
<b>Project</b>	<b>Project Duties and Responsibilities</b>
<b>1. Information technology policy roll-out</b>	Working with top management to develop, refine and deploy ICT policy across IPA and DSW offices in East Africa. The ICT policy is in place to guide the efficient use of ICT resources in IPA
<b>2. IPA - DSW Teleconferencing Project</b>	Managing the Solution Identification process, procurement, deploying and training and commissioning DSW offices together to share weekly program updates
<b>January 2011 to May 2013</b>	<b>Orange Telkom Kenya Limited – IT Projects Coordinator Reporting to – Head of IT Build</b>
<b>Project</b>	<b>Project Duties and Responsibilities</b>
<b>1. Oracle CRM Implementation</b>	<ul style="list-style-type: none"> <li>• Working with the Marketing, Finance, and Customer care department to Identify and document business processes, analyzing and refining them into IT implementable processes.</li> <li>• Creating Request for Proposal (RFP) documents specifying Telkom requirements to be sent to identified IT companies (Both in Kenya and world-wide).</li> <li>• Analyzing RFP responses from bidding companies -Technical proposals against submitted business systems requirements sent out by the company</li> <li>• Developing regular IT Project Implementation progress status reports</li> <li>• Conducting system Tests- (Build testing, End-to-end and User Acceptance Testing(UAT)</li> <li>• Developing System end-user training plan: - Liaising with the head of learning and training to identify would be end-users and plan for their training (logistics budget)</li> </ul>
<b>2. Service Delivery system</b>	<ul style="list-style-type: none"> <li>• Working with the Business Markets and Core Network Technical Teams to Identify and document business processes, analyzing and refining them into implementable IT system.</li> <li>• Creating Request for Proposal documents specifying to be sent to identified IT companies</li> <li>• Analyzing RFP responses from bidding companies -Technical proposals against submitted business systems requirements sent out by the company</li> <li>• Managing the project progress communications to the management</li> <li>• Conducting system testing, deployment, and End-user Training</li> </ul>
<b>3.Partner Management and commissioning System project</b>	<ul style="list-style-type: none"> <li>• Project Manager for the project</li> <li>• Working with the Marketing and Finance departments to Identify and document business processes, analyzing and refining them into IT implementable processes.</li> <li>• Creating Request for Proposal (RFP) documents specifying to be sent to identified IT companies (Both in Kenya and in France).</li> <li>• Analyzing RFP responses from bidding companies -Technical proposals against submitted business systems requirements sent out by the company</li> <li>• Analyzing proposed CAPEX and OPEX for IT systems as proposed by bidding companies.</li> <li>• Developing and Presenting the final analyzed sourcing report to Telkom Investment committee</li> </ul>

<p><b>4. Biometric staff attendance and Turnstile project</b></p>	<ul style="list-style-type: none"> <li>• Working with the Human Resource departments to Identify and document business requirements, analyzing and refining them into IT implementable processes.</li> <li>• Creating Request for Proposal (RFP) documents specifying to be sent to identified IT companies</li> <li>• Working with the sourcing department to Analyzing RFP responses from bidding companies -Technical proposals against submitted business systems requirements</li> </ul>		
<p>Sep 2010 to Jan 2011</p>	<p><b>IT SYSTEMS ANALYST</b></p>		
	<ul style="list-style-type: none"> <li>• Monitoring the performance of business applications – Ensuring Business Applications for provisioning, Stock management and CRM are up and running</li> <li>• Extracting Reports from the Business Intelligence [BI] system – Running SQL Queries on the SQL server database back-end of the BI to extract Roaming CDR information</li> <li>• Implementing changes in the internal intranet application</li> <li>• Developing the weekly IT performance dashboard for Telkom Kenya to be sent to the Chief Information Technology officer and the top management</li> </ul>		
<p><b>April 2009 To September 2009</b></p>	<p><b>Bell Atlantic communications Limited – IT senior Technician Reporting to the Head of IT</b></p>		
<p><b>Project</b></p>	<p><b>Duties and responsibilities</b></p>		
<p><b>1. Mumias District Headquarters- LAN system Implementation project</b></p>	<ul style="list-style-type: none"> <li>• Acting as the overall project contact.</li> <li>• Surveying the premises and planning on the best cable laying routes</li> <li>• Organizing and allocating work to three technicians on site</li> <li>• Reporting on the project progress status to the head of IT</li> </ul>		
<p><b>2. Jogoo House Internal telephony system project</b></p>	<ul style="list-style-type: none"> <li>• Working with the technicians to install telephony equipment (PABX system)</li> <li>• Reporting on the Project status to the Head of IT</li> </ul>		
<p><b>3. Software Development projects</b></p>	<ul style="list-style-type: none"> <li>• Identifying School management system requirements</li> <li>• Coding the requirements into a school management system</li> <li>• Deploying the solution to clients</li> <li>• Training users on how to use the system</li> </ul>		
<p><b>Referees</b></p>	<p>Mr. Denice Otieno Okongo, Senior Business Analyst, World Agroforestry Tel: +254 (0) 773072247 / 0725964096 Email : <a href="mailto:dokongo@cgiar.org">dokongo@cgiar.org</a></p>	<p>Mr. Moses Sitati Project Management Specialist   Private Sector Development &amp; Innovation at USAID Tel: +254713600725 E-mail: <a href="mailto:moses.sitati@gmail.com">moses.sitati@gmail.com</a></p>	<p>Mr. Paul Byatta Senior Director, Africa Region Evidence Action Mail: <a href="mailto:paul.byatta@evidenceaction.org">paul.byatta@evidenceaction.org</a> Tel: +254718504980</p>