Ivan Obulejo

Personal details

✉ iobulejo100@gmail.com

☎ +256789167884

⌂ Namanve, Mukono

📅 March24, 1991

📍 Moyo

⚦ Male

🚩 Ugandan

👥 Living together

Skills

Excellent Communication ●●●●●○○

ICT troubleshooting and analytical skills ●●●●●○

User Support ●●●●●

use of MS Office 365 management ●●●○○

Training facilitation ●●●●○

Teamwork abilities. ●●●●●

Profile

I am a dedicated and results-oriented individual with a strong passion for technology. With a Bachelor's degree in Information Technology and extensive experience in various IT roles, I have developed a solid foundation in systems administration, data management, and technical support. I am highly motivated, adaptable, and I possess excellent problem-solving skills. I thrive in collaborativeenvironments and am strongly committed to delivering high-quality work.

Education

Apr 2024 – Sep 2024
Google Cyber Security Certificate
Coursera professional Certification

Mar 2023 - Present
Masters of Computer Application
Datta Meghe Institute of Higher Learning & Research, Sawangi
Ongoing

Apr 2023 - Aug 2023
Certificate in Cyber Security
ISC2, Online

Jun 2022 - Nov 2022
Google IT Support Professional Certificate,
Google certificates, Online

Aug 2011 - Jun 2014
Bachelor degree
Makerere University kampala, kampala

Feb 2009 - Dec 2010
Uganda Advanced Certificate of Education
Mityana Secondary School, Mityana

Employment

Feb 2024 - Present
Technical Implementation Associate
BuuPass Kenya Ltd, Nairobi
Carry out all required quality assurance tests before release or implementation of software updates or a new launch.
• I manage Microsoft 365 suite (configuring, troubleshooting, setup of email accounts, MS Teams)
• Install, configure and maintain computer hardware, software and networks to support pharmaceutical manufacturing operations.
• Updating and maintaining the buupass.ug website, I am also responsible for managing Google workspace, Google Meet

•Offer technical support required (Troubleshoot hardware and software issues, including desktops, to minimize operational disruptions.)
•Training of new bus agents and handling technical difficulties experienced
•Collect system requirements or features useful to bus companies.
•Web development fixes and support.
•Any additional tasks to support the items above

Dec 2021 - Jan 2024

ICT officer

Moyo Cooperative Savings & Credit Society Ltd, Moyo

- I provided everyday ICT user support.
- Implemented security measures to protect the organization's systems and data from cyber threats
- I Monitored and maintained the LAN Network, LAN Points, Switches, and Access points, to prevent faults.
- I Ensured that ICT problem recovery is done as quickly as possible and make regular system back-ups.
- I Assisted with the installation of the software packages, basic repair/maintenance of computer hardware and telecom equipment.
- I facilitated training for Moyo SACCO staff on the email system and the Core-banking system (MBwin)
- I managed user accounts by adding and removing users from the Network
- I Maintained the inventory of ICT equipment and kept track of movements of ICT equipment
- I managed to troubleshoot hardware and software issues, including desktops, server to minimize operational disruptions

Jul 2019 - Dec 2021

ICT Instructor

Metu Secondary School, Moyo

- Managed the information technology environment at the school to ensure business continuity.
- Conducted practical ICT instruction to the students.
- Supported the school's staff by training them on the use of IT equipment.
- Provided data and network management support on the school premises.
- maintained the security of the school's network environment.

Aug 2021 - Dec 2021

Project, Data Assistant

Save the Children Uganda, Moyo

- Assisted in data collection, cleaning, and analysis for the
- ANSWER Project
- Developed data entry templates and conducted quality checks on data entries
- Collaborated with team members to generate reports and presentations for project stakeholders
- Supported the implementation of monitoring and evaluation activities.

Apr 2019 - Nov 2021   **IT Focal Person**
Moyo District Local Government (DRDIP),Moyo

- Led IT operations and provided technical support to project staff.
- Managed the installation, configuration, and maintenance of computer hardware and software.
- participated in data collection activities for the project within the district
- Conducted training sessions on IT skills and software applications for project staff.
- successfully provided ICT field support to facilitate the efficiency and effectiveness of fieldstaff.

Nov 2018 - Dec 2018   **Data Clerk**
Windle International Uganda, Moyo

- Assisted in data entry and management for various projects
- Conducted data verification and validation to ensure accuracy and consistency
- Supported the production of project reports and presentations
- Collaborated with project teams to improve data collection processes
- Organized and supervised computer practical sessions and projects

Jan 2017 - Dec 2017   **Data Clerk**
Lutheran World Federation, Obongi

- Managed and maintained project databases, ensuring data integrity
- Provided administrative support to the project team, including document management and record keeping
- Assisted in data analysis and report writing
- Supported the implementation of information management systems.
- Successfully provided ICT field support.

References

Kahoza Hillary
System Administrator, DefendDefender, Kampala
+256 789-453-635, kahoza120@gmail.com

Musiimenta Starin
ICT Officer, Ministry of Finance, Planning and Economic Development, Kampala
+256 778 727-302, stmusiimenta@gmail.com

Atibo Amiza Ali
Human Resource Officer, Crate Consult Arua Uganda, Uganda
+256781-296-764, atiboalli@gmail.com

I consent to the processing of my personal data for the purpose of recruitment for the position to which I am applying.

Certificates

Sep 2023   **AWS, Foundational Machine Learning**

Mukono, March 25, 2024

Internships

Jul 2013 - Sep 2013   **Student Intern**
Directorate of ICT, Makerere University Kampala, Kampala
• Assisted in user support and troubleshooting of computer systems
• Conducted hardware and software installations and upgrades
• Participated in the maintenance of computer labs and IT
equipment.

Achievements

- Drove a 95% improvement in service delivery through the introduction of a cloud-based Core Banking system.
- Consistently maintained a high-efficiency rate of ICT equipment to the satisfaction of users.
- led the department to achieve data migration to the new system successfully, earning recognition from upper management and financial rewards.
- Successfully led the ICT department in achieving the integrated database for all the offices of the SACCO (two branches and three satellite offices)
- Contract negotiation and vendor management ensuring value for money for the organization".
- Successfully introduced a customized email system by bringing on board the idea of registering a domain name for the society.
- Participated in the development of Swiftbanker Core Banking
- System for SACCO's.
- Successfully managed the database of Moyo SACCO