



**Name:** Linda Nelima Wanjala

**Designation:** Clerical Officer VI

**Department:** Administration

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**PERSONAL PROFILE.**

I am team player and critical thinker, who can quickly learn new systems, develop useful expertise and produce significant contributions and have proven capacity to deliver goals and objectives with minimum or no supervision. Having worked in administration as an administrative assistant in Mount Kenya University I have proven my capability and aggressiveness to learn new skills. Currently I serve as a clerical officer VI in the school of Business and Economics. I'm a holder of Diploma in Community Development and social work.

**MAJOR PUBLICATIONS IF ANY.**

N/A