



David  
Kedode.

A close-up, dimly lit photograph of a person's hand resting on a document. The hand is wearing a gold ring on the ring finger and a watch with a dark face and a light-colored strap. The background is dark and out of focus.

My name is **David Kedode**,

I aim to expand my skills in Accounting and  
apply it in real-life solutions.



# Educational Background

I am a Graduate from Makerere University-Graduated with a **Bachelors of Arts in Social Science-Major in Social Administration and Minor in Sociology.**

# Technical Skills

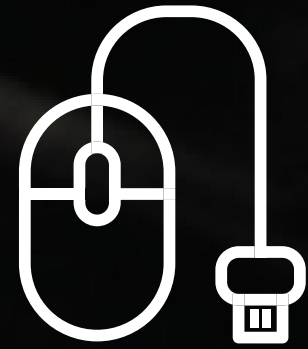
Research





# Technical Skills

- Preparation, Organization & Distribution of Team Meeting Agendas



# Technical Skills

- Social Media Management
- Maintaining Payroll Information
- Transcription
- Proof reading
- Planning & Coordination of Events
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# Personal Skills



I'm very eager to learn.



I have excellent communications skills.



I'm goal-oriented.

# Personal Skills



- ✓ I'm a critical thinker, and I tend to think outside of the box.
- ✓ I'm creative.
- ✓ I have great attention to detail.



# Work Experience

I started working in 2008 as a Tutor in one of Moi University affilliate Colleges, later on moved to Alphax College in 2010, as a Tutor, where I rose to be the Academic Register , served for two years and went to Somalia as an English Tutor.





# Work Experience

Moved to Consumers Federation of Kenya in 2015 as a Program Officer where through my networks I brought in board Kenya Power and Lighting Company who were funding as 1.5 million per month for Consumer Dialogue forum an exercise that lasted for 8 months. While at COFEK I took part in the sensitization of Consumers during Digital Migration process.

# Work Experience



In 2018, I joined an Animal Welfare Organization (TNR Trust) as their pioneer Administration Officer, where I helped them to set up the Admin Office from scratch, I also helped the Vet, in emergency cases and organizing Free Rabies and Sterilization Campaigns and managing the organization Data. By the time I was leaving, I had made relationship with biodeal who up to date they donate 1000 doses of dewormers. At the moment I am a Virtual Assistant to Yaya Vet Clinic an upcoming Vet Clinic in Nairobi. Currently I am managing their Social Media and their accounting section.



# Strengths

01

I can multitask.

02

I possess strong leadership skills

03

I love working in a team.



# Certificates

- Diploma in Human Resource Management from Alison Online Course
- Certificate in Entrepreneurship from HP Online





# Hobbies and Interests

I love spending time with my family, watching news, and just have a good time.



# Contact Information

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