



Kelvins Otieno Opiyo

Flat -0, House - 1350, Road - 4334, Block - 243
+97339121820 or +254719654362 | kelvins.k1991@gmail.com

PERSONAL INFORMATION

- Date of Birth : 16/01/1991
- Marital Status : Single
- Nationality : Kenyan
- Gender : Male

LANGUAGES

- English
- Swahili

PERSONAL PROFILE STATEMENT

- A punctual, self-confident, organized, goal-oriented, critical thinker, motivated, adaptable, and responsible man seeking a position in a career that will utilize the professional and technical skills developed through past work experience. I have a methodical, client-focused approach to work and a strong drive to see things through a completion. As an experienced Civil Engineering Technician with a meticulous approach, I possess a strong understanding of civil engineering concepts and have made significant contributions to various construction projects. I am highly detail-oriented and ensure adherence to industry standards. My proficiency in engineering software and tools empowers me to support project design, analysis, and implementation effectively. With my technical proficiency and ability to resolve complex issues, I excel at problem-solving and work collaboratively in multidisciplinary teams to find cost-efficient and environmentally friendly solutions. Driven by a commitment to constant improvement, I stay updated on technological advancements and industry standards. My foresight and strong communication and organization skills enable me to succeed in demanding environments and deliver exceptional results. I am eager to apply my expertise in a progressive organization where I can enhance my abilities and contribute to the transformation of the construction sector for the betterment of society.

CAREER OBJECTIVE.

To find a challenging position to meet my competencies, capabilities, skills, education, and experience. To work in an environment that offers opportunities for both personal and communal development to a higher level of success. As a highly motivated and precise civil engineer technician, I am eager to apply my technical abilities and analytical mindset to ensure the successful realization of infrastructure projects. I seek a role where I can leverage my proficiency in construction principles, surveying techniques, and CAD software to contribute to the development and execution of cutting-edge and environmentally friendly engineering solutions. My commitment extends to maintaining rigorous quality standards, ensuring safety protocols, and maximizing efficiency throughout all stages of project implementation.

PROFESSIONAL ATTRIBUTES AND SKILLS.

- Strong decision maker.
- Service focused.
- Ability to work in a team as well as working individually.
- Ability to meet specific deadlines.
- Ability to be flexible and to adapt to different situations and environments as well as multitasking.
- Integrated knowledge in capacities to consumer research, social research, retail audit, and census.
- Gained cooperation that assists in combining many factors of behavior and sensitivity towards the individual or individuals with whom I make contact.

EDUCATION

- **The Kisumu National Polytechnic**
Diploma in Civil Engineering

2018 - 2021

- **Kisumu Boys High School** 2008 - 2011
Kenya Certificate of Secondary Education
- **Keyo Kodo Primary School** 1999 - 2007
Kenya Certificate of Primary Education

WORK EXPERIENCE

- **The Food Supply Company (FOOSCO), Kingdom of Bahrain.** October 2024 - Up to Date
Delivery Assistant, Packer & Production Associate.

Duties and Responsibilities:

Delivery Assistant:

- Assist the delivery driver with navigating routes, loading and unloading goods, and ensuring timely deliveries.
- Verify order accuracy against delivery manifests and customer invoices.
- Handle cash and process payments accurately, providing correct change when necessary.
- Maintain the cleanliness and organization of the delivery vehicle.
- Communicate effectively and professionally with customers, addressing any inquiries or concerns.
- Adhere to all traffic laws and safety regulations while assisting with deliveries.
- Report any delivery issues, delays, or customer feedback to the appropriate personnel.
- Assist with the loading and securing of products in the delivery vehicle to prevent damage during transit.
- Potentially assist with basic vehicle maintenance checks (e.g., tire pressure, fluid levels) under supervision.

Packer:

- Accurately and efficiently pack food products according to company standards and order specifications.
- Ensure products are packaged securely to prevent damage during transportation and storage.
- Verify product quality and quantity before packing.
- Label packages correctly with product information, date codes, and any other required details.
- Maintain a clean and organized packing station, adhering to hygiene and food safety regulations.
- Work efficiently to meet packing targets and deadlines.
- Identify and report any discrepancies or issues with products or packaging materials.

Production:

- Assist in the preparation of food products according to established recipes and procedures.
- Maintain a clean and sanitary work environment, adhering to strict food safety and hygiene standards.
- Monitor product quality and report any deviations from standards.
- Help with the setup and cleanup of production areas.
- Assist with the organization and storage of raw materials and finished products.
- Contribute to maintaining efficient production flow.

ACHIEVEMENTS:

1. Consistently completed deliveries on time and without errors, resulting in high customer satisfaction.
2. Contributed to efficient delivery routes, potentially reducing mileage and fuel consumption.
3. Successfully handled a high volume of deliveries during peak periods while maintaining accuracy.
4. Proactively identified and resolved delivery issues, minimizing customer inconvenience.
5. Consistently exceeded packing targets while maintaining accuracy and quality.
6. Demonstrated a strong attention to detail, resulting in minimal errors in order fulfillment.
7. Successfully packed fragile or delicate food items without damage.
8. Maintained a clean and organized packing station, contributing to a safe and hygienic work environment.
9. Consistently met production targets while adhering to quality standards.
10. Demonstrated a strong understanding of food safety and hygiene regulations, contributing to a safe production environment.
11. Proactively identified potential production issues and suggested solutions.
12. Received positive feedback from supervisors and colleagues regarding work ethic and attention to detail in production.

- **Nairobi City County Government** April 2023 - October 2023
Civil Engineer Intern

Duties and Responsibilities:

- Support Engineers to implement various projects.
- Supervise work during construction to ensure that specifications are met.
- Prepare work plans in liaison with the supervisor.
- Prepare and maintain site records and other road work records.
- Undertake public sensitization on the protection of road reserves.
- Performing any other lawful duties as may be assigned from time to time.

ACHIEVEMENTS:

- 1) Assisted senior engineers in completing project designs and calculations, contributing to the successful completion of multiple projects within specified timelines.
- 2) Conducted on-site inspections and assessments, ensuring compliance with safety standards and identifying potential areas for improvement, leading to enhanced project efficiency.
- 3) Collaborated with project teams to develop and improve engineering drawings and construction plans, resulting in accurate and comprehensive documentation.
- 4) Researched and evaluated cost-effective materials and technologies, allowing for cost savings and environmentally sustainable solutions.
- 5) Successfully managed and organized project-related data, including blueprints, specifications, and correspondence, ensuring easy accessibility and streamlined communication.
- 6) Assisted in coordinating meetings with clients, contractors, and regulatory authorities, fostering positive working relationships and efficient project development.
- 7) Developed strong problem-solving skills by addressing unexpected construction challenges, finding innovative solutions, and minimizing project delays.

• APEX Research Solutions

June 2020 - April 2023

Field Enumerator

Duties and Responsibilities:

- Using digital data collection methods to evaluate and submit reports.
- Supporting field work and tests when required.
- Executing both qualitative and quantitative research.
- Field mapping for research study.
- Attending meetings or project briefings.

ACHIEVEMENTS:

- 1) Successfully conducted surveys and collected accurate and comprehensive data for numerous analysis and decision-making purposes.
- 2) Developed excellent communication and interviewing skills, effectively engaging with respondents from diverse backgrounds and ensuring data collection professionally and ethically.
- 3) Consistently met or exceeded targets and deadlines for data collection, demonstrating strong organizational skills and ability to work independently or as part of a team.
- 4) Actively contributed to the refinement and improvement of survey instruments and data collection protocols, ensuring high data quality and reliability.

• KANTAR TNS Kenya

November 2012 - May 2020

Field Enumerator

Duties and Responsibilities:

- Coordinating qual projects
- Executing digital data collection method for qualitative and quantitative research project.
- Moderating different respondent typologies and using diverse qualitative methodology.
- Piloting and implementing new research tools.
- Preparation of presentations of findings.

ACHIEVEMENTS:

- 1) Trained and mentored new field enumerators, sharing expertise and best practices to enhance their skills and improve overall data collection efficiency.
- 2) Successfully resolved numerous challenges and obstacles encountered during data collection activities, exhibiting problem-solving abilities and adaptability in changing field conditions.
- 3) Developed strong knowledge and understanding of research methodology and survey techniques, ensuring the accurate and appropriate capture of data.

4) Developed and implemented innovative data collection strategies, resulting in increased efficiency and improved data quality.

- **Uwezo - Kenya National Assessment** February 2012 - March 2012
Data Collector

Duties and Responsibilities:

- Carrying out data collection in relation to education of children between age 5 years to 16 years, in both school and household-based data collection and observe instant feedback to parents.
- Documentation and sharing of best practices, lessons learnt and challenges.

ACHIEVEMENT:

1) Received recognition for consistently meeting or exceeding data collection targets, demonstrating a strong work ethic and dedication to achieving goals.

- **God Ponge Primary School** April 2012 - August 2012
Trainer

Duties and Responsibilities:

- Advising and assisting learners coping with problems in class work and taking responsibility of guiding them in their class work.

ACHIEVEMENTS:

1) Implemented innovative teaching strategies for enhancing students' reading and writing skills, resulting in a 20% improvement in standardized test scores.

2) Developed and facilitated interactive classroom activities to promote students' critical thinking and problem-solving abilities, leading to a 15% increase in student engagement and participation.

3) Collaborated with classroom teachers to create and implement individualized education plans for students with special needs, resulting in noticeable progress in their academic and social development.

4) Received positive feedback from parents and guardians regarding effective communication and updates on their child's progress, fostering a strong teacher-parent partnership.

PRACTICAL EXPERIENCE

- **CHAJU BUILDERS LIMITED: 18th February 2021 - 8th April 2021**

Attachment at Chaju Builders Limited; exposed to practical work during construction of the Jomo Kenyatta International Stadium Kisumu.

During this period the areas I covered included but were not limited to the following;

Engineering Survey.

Concrete Technology.

Site Management and Planning.

Civil construction.

Building technology.

- **KENYA NATIONAL HIGHWAYS AUTHORITY: 2nd September 2019 - 29th November 2019**

Attachment in Road Projects Resident Engineer's Office.

Gained practical experience in the Survey section and Material/Inspectorate sections, which include the following;

Staking (centerline identification) of road.

Benchmark establishment of heighting.

Road profile leveling and cross-sectioning.

Measurements, Computing, and compiling of quantities.

Setting out of road pavement layers.

The setting of road drainage structure.

Test on bulk density.

Determination of liquid and plastic limits of soil.

Determination of bitumen content in bituminous mixtures.

Crushing strength of concrete blocks.

Determination of spray and spread rates during surface dressing operation.

Supervision of work during construction to ensure that specifications are met.

LICENSES AND CERTIFICATIONS

- **Graduate Engineering Technician**
The Institution of Engineers of Kenya

Issued October 2023
Credential ID GT.0106

- **Accredited Site Supervisor for Civil Works**
National Construction Authority
Issued April 2024
Credential ID. 010/SS/24/30901

AWARDS

- Certificate in Data Collection - Uwezo Kenya
- Certificate of Merit - The United Nation Environmental Programme (UNEP).
- Certificate of Participation - Kenya Youth Empowerment Project (KYEP).

OTHER RELEVANT INFORMATION

- **16th September 2017**
Completed the Research Ethics Training Curriculum (fhi360).
- **25th August 2015 up to Date**
Qualified driver of Class B, C1, C with valid driving license.
- **January - March 2014**
Proficiency Certificate in Computer Packages at Paulmark Training Institute.
- **1st - 11th December 2014**
Successfully completed Life skills Training facilitated by Life skills Promoters.

HOBBIES AND INTERESTS

- Experimenting in the kitchen; I enjoy learning new cooking techniques.
- As an active sociable individual, I enjoy staying fit and traveling to places to explore new things.
- Art work and painting, I am talented in pencil drawing.

REFEREES

- **Mr. Boaz Bolo - Siaya Institute of Technology**
H.O.D Agriculture Department
bolowboaz@gmail.com
+254725109468
- **Mrs. Roselyne Ashiono - Apex Research Solutions**
Field Manager
ashionoroselyne@yahoo.com
+254721175377
- **Eng. Allan M. Nyaga - Nairobi City County**
Chief Assistant Engineer
allanmu03@gmail.com
+254723463963