

KELVIN IKARIA

Multi-format Presenter and Producer | Digital Journalist | Swahili Translation Specialist | Corporate Communications | Culture Research Analyst

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East Africa.

SUMMARY

I am an East African passionate about news and interested in leveraging my gifts to report and tell stories in audio, text and video formats, and while I am extremely passionate about story telling and communication, I thrive in framing stories with social, political and economic contexts. I am also well acquainted with nuances of content, taste and consumption in East Africa and have working experience in serving audience in Kenya and Tanzania.

EXPERIENCE

Corporate Communications Officer 04/2023 - 09/2023

Retirement Benefits Authority On-site

Kenyan Government Parastatal.

- Reviewing draft press/media releases and proactive responses to inquiries through the approved channels.
- Participating in planning outreach activities and media related meetings.
- Implementing design concepts for promotional materials that includes posters, cards, calendars, diaries, t-shirts, amongst other.
- Participating in editing RBA's newsletters, brochures, handbooks, and manuals.
- Liaising with ICT Department to update the Authority's website in consultation with technical team members.
- Assisting in the review and implementation of the department's Service Charter, monitoring and reporting on progress.
- Participating in creating and managing content on social media platforms, reviewing customer queries and providing guidance in consultation with the Senior Officer/Manager.

Freelance Journalist 09/2022 - 03/2023

TRT World null

The Turkish Radio and Television Corporation (TRT; Turkish: Türkiye Radyo ve Televizyon Kurumu) is the national public broadcaster of Turkey, founded in 1964.

- Communicating with the client to explicate assignment-related expectations, as required.
- Translating news content (English to Swahili and vice-versa) for TRT website and blog posts.
- Submitting completed works via the requisite channels.
- Discussing with commissioning producer challenges and technicalities and revising work plans accordingly.

STRENGTHS

Communication

How did you acquire it? What did it result in?

Leadership

How did you acquire it? What did it result in?

Problem Solving

How did you acquire it? What did it result in?

Creativity

How did you acquire it? What did it result in?

EXPERIENCE

Radio Presenter and Digital Producer. 06/2022 - 09/2022

[Royal Media Services Limited](#) Nairobi, Kenya

Kenya's largest media house and home to the most popular Television and Radio channels according to audience share.

- Researching, planning and developing on air content, ideas and concepts in line with the station strategy and values.
- On air presentation/continuity and acting on feedback from listeners.
- Assisted in pre-production audio asset selection
- Scripting, recording, packaging and producing station features.
- Cross-promoting the company's online & traditional product lines.
- Ensuring all social media platforms are updated regularly.
- Covered the Kenya General Election Live On Air helping to link with reporters on ground.
- Authored sports stories on Citizen Digital Platform.
- Anchored sports news.

TV Presenter & Digital Content Producer. 10/2021 - 05/2022

[Horizon Tv Kenya](#) Nairobi, Kenya · On-site

Horizon TV is the premier Islamic television channel in Kenya. An initiative of Jamia Mosque Nairobi that provides edutainment, daawah, educational and inspiration.

- Production planning and research.
- Brainstorming and producing.
- Multi-lingual (English & Swahili) and multi-platform (Digital and TV) host.
- Coordination and liaison with the technical production team.
- Production reviews.
- Good understanding of nuances of different East African audiences, specifically Kenya and Tanzania.
- Assisted with HTV digital strategy and contributed to Horizon TV's TikTok (largest Islamic media presence in Eastern Africa) strategy.
- Picked up camera operations, gallery switching and video editing skills.

Early Debt Management (EDM) Officer. 05/2021 - 08/2021

[Progressive Credit Kenya](#) Nairobi, Kenya

Progressive credit is a credit only institution, incorporated under companies act Cap486. The company has been in operation since October 2011.

- Reviewing the company debtor list. (Boda-Boda Department).
- Contacting customers and informing them of their overdue bills.
- Advising customers on their payment options and suggesting methods of payments.
- Negotiating suitable payment plans.
- Maintaining customer payment records.
- Writing final notice warnings to customers when payments are not being made.
- Responding to customer queries.

EXPERIENCE

Associate Machine Learning - Data Analyst 07/2020 - 10/2020

[Digital Divide Data \(DDD Kenya\)](#) Nairobi, Kenya

Digital Divide Data (DDD) founded in 2001, is an innovative, internationally acclaimed social enterprise that deals with Data Analysis.

- Using a variety of software tools to mark objects, activities, events, or other items of interest in images and videos.
- Attaching metadata (comments, markups, etc.) to video data in accordance with client requirements.
- Keeping ownership of each annotation assignment, collaborate with the team lead, and ensure that annotations meet project requirements with high-quality.
- Providing constructive feedback to internal team on tooling and processes for more efficient labeling, and to improve data quality.
- Maintain ownership of each annotation assignment, and respond to any changes in procedure.

Collections Officer 01/2020 - 07/2020

[4G Capital](#) Nairobi, Kenya

4G Capital is licensed and regulated by the Central Bank of Kenya and the Uganda Microfinance Regulatory Authority as a Digital Credit Provider. We're also a leading B Corporation in Africa, meaning we are committed to best practice to serve all our stakeholders and communities.

- Carrying out consistent Client follow up to avoid default.
- Negotiate loan repayment plan.
- Client behavior flagging with regards to the loan - Bad Faith Clients and Bad Luck Clients.
- Work in conjunction with loan officers to sell/market Loan products.
- Customer Education.

Loans Officer 07/2019 - 12/2019

[4G Capital](#) Muranga County, Kenya

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- Assessment of Credit worthiness of clients.
- Customer Education and follow up.
- Marketing the company's loan facility.
- Assist in Collections and Loan repayment scheduling and planning.
- Attend to Client complaints.

Data Analyst 04/2018 - 12/2018

[CloudFactory](#) Nairobi, Kenya

Trusted by AI and data leaders to deliver high-quality data at scale. Human in the loop AI solutions—AI-assisted labeling, data processing, NLP.

- Analyzing of important videos to extract important information.
- Accurate entering of data values on a worker platform.
- Meet project output requirements with regards to speed and accuracy.
- Maintaining utmost confidentiality in handling information entrusted to me by the Company.
- Filling of online weekly reports.

EDUCATION

Political Science and Communication.

01/2014 - 12/2018

[University of Nairobi](#)