**CURRICULUM VITAE**

***Teresa mutheu kioko***

***teresamutheu2@gmail.com 0704342838***

**PERSONAL DETAILS**

GENDER: Female

MARRITAL STATUS:Married

DOB:29/10/1993

ADDRESS:8504, Nairobi

LOCALITY:Nairobi

RELIGION:Christian

NATIONALITY:Kenyan

**WORKING EXPERIENCE**

2020 TO DATE:ST PETER'S THE ROLe

DEPUTY PRINCIPAL

Role

Control all the teaching and learning activities

Keep teaching records updated.

Ensure all learners are well disciplined.

Maintain condusive enviroment for learners.

TEACHER

Role

Teach Kiswahili and C.R.E from form one to four.

Keep upto date records of the subject

Conduct assessments and mark them.

Department

Acted as H.O.D Humanities

C.U patron

H.O.D guidance and counselling

2015-2020 KATHUNI SECONDARY SCHOOL

DEPUTY PRINCIPAL

Role

Control all the teaching and learning activities

Keep teaching records updated.

Ensure all learners are well disciplined.

Maintain condusive enviroment for learners.

TEACHER

Kiswahili and C.R.E

Teach Kiswahili and C.R.E from form one to four.

Keep upto date records of the subject

Conduct assessments and mark them.

Departments

Acted as H.O.D languages

H.O.D academic council

Head of guidance and councelling

Head of scouts movement

Head of music and drama

2017 VOTERS CLERK

Role

Entered voters data for voting.

2018-2019 MACHAKOS UNIVERSAL HEALTH CARE

DATA ENTRY CLERK

Role

Entered clients data online , analysed the data and forwarded it to Machakos hospital.

**EDUCATION**

2020 TO DATE:SEREIN SCHOOL OF PSYCHOLOGY AND HUMAN BEHAVIOUR

2015-2018 MOUNT KENYA UNIVERSITY

DEGREE IN EDUCATION ARTS

Achieved SECOND CLASS UPPER DIVISION

2010-2014:KAANI LIONS SECONDARY SCHOOL

K.C.S.E

Achieved B-

2000-2009 :KATHUNI PRIMARY SCHOOL

K.C.P.E

Achieved 298 MARKS.

**SKILLS**

Communication both verbal and non verbal

Typing skills

Organizational skills

Managerial skills

**HOBBIES**

Watching movie

Singing

Drawing

Cooking

**LANGUAGES**

English

Basic French

Swahili.

**REFERENCE**

Paul NJoroge Peter Masika

P.o.box 8405 P.O box 1407

Nairobi Machakos

0728770697 0711691691