

CURRICULUM VITAE

VICTOR GITAU KAMAU

Date of Birth: 26th October 1982
ID No. 22444753
Marital Status: Married
Languages: English and Kiswahili (spoken and written)
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Current Salary: 129,000 **Expected salary:** 165,000
Notice period: One month

EDUCATIONAL BACKGROUND

Moi University - Master of Science in Library and Information Studies (2014)
Thesis titled: "Local Content Management in Kenya Methodist University"

Moi University - Bachelor of Science in Information Sciences (2007)
Graduated with Second Class Honours, Upper Division

Kiambu High School - Kenya Certificate of Secondary Education (2001)
Attained an average of B+ [Plus]

Nderi Primary School - Kenya Certificate of Primary Education (1997)
Attained 527 out of 700 Marks

PROFESSIONAL EXPERIENCE

1. Kenya Forestry Research Institute (KEFRI)

Senior Knowledge Management Officer (July 2020 to Present)

Knowledge Management Officer (September 2015 to June 2020)

- In-charge of information (library) and knowledge management in the institute
- Identifying, capturing, storage, organizing, sharing, use and reuse of both tacit and explicit knowledge
- Advising, developing, monitoring and evaluating policies and procedures for records and archives management; data management; and information and knowledge management
- Designing, developing, implementing, and backstopping data, information and knowledge management systems
- Training and awareness creation to develop and maintain a knowledge sharing culture.
- Team leader of Knowledge Management component in all KEFRI projects
- International Standards Organization (ISO) Integrated Management System (IMS) Champion and auditor

2. Kenya Methodist University (KEMU)

Assistant Librarian (November 2012 to Present)

- Digital libraries: I am in charge of and coordinates digital libraries in all campuses
- Library website: responsible for design, development and updating of the library website
- Electronic services: responsible for sourcing, designing, providing, monitoring and evaluation of electronic library services
- Electronic resources: coordinates access, use, monitoring and evaluation of all e-resources
- Library Management system (Koha): responsible for and manages its use and access by both users and library staff in all KeMU Campuses
- Information literacy: Trains on search, retrieval and use of online information sources – E-books, E-journals and online databases.
- New Technology: searches for and coordinates testing, proposing, integration and use of new library technologies. Currently am working on dedicated software for searching both library management system (Koha) and Institution Repository (Dspace).

Senior Library Assistant (August 2007 to October 2012)

- Digital Library: Designed and established Digital Library for KeMU – Nairobi Campus
- Ebooks: Introduced and managed ebooks access and use at KeMU
- Past Papers Management System: Developed and designed this software.
- KeMU Library website: was responsible for design, development and updating of the website.
- Cataloguing and classifying: using both online and hard copy classification manuals for cataloguing and classifying both paper-based and electronic information resources.

3. Kenya Library Association (KLA)

Editor (November 2013 – December 2015)

- In charge of Editing of KLA publications (print and electronic)
- Chairman of Editing and Publishing Committee

Assistant Editor (May 2011 – October 2013)

- Editing KLA journal, books, Magazines, brochures
- Developing content for website
- Web-master.

4. Part-Time Teaching

Kenya Methodist University – Nairobi Campus (August 2009 – December 2015)

- Automation of Library and Information Centers
- Advanced Automated Information Retrieval
- Management Information Systems
- Organization of Knowledge (Cataloguing)
- Archives Management
- Information Communication Technologies in Libraries

BOOKS WRITTEN

Kenya Methodist University (KeMU) - Distance Learning Manuals

- Management Information Systems.
- Automation of Libraries and Information Centers.

PUBLISHED WORK

Kamau, V, Kiplang'at, J and Odini, C (2017) ***Local Content Management in Kenya Methodist University (KeMU)*** in Kwanya, T. Kiplanga't J. and Wamukoya, J (2017) *Emerging Trends in Information and Knowledge Management*. Nairobi. The Technical University of Kenya. pp:583-598.

Kamau, V., Tanui, V. and Ndegwa, H. (2014) ***Digital Library Services: The Kenya Methodist University (KeMU) Experience***. In Kenya Library Association Annual Conference 27th – 29th November 2014 CD proceedings.

Thairu, W. and Kamau, V. (2012) ***Indigenous Knowledge Management in Africa: Focus on Kenya***. In The Maktaba: A Journal of the Kenya Library Association. Vol. 2, 2012.

Thairu, W. and Kamau, V. (2012) ***Knowledge management and digital libraries: Current issues of concern with regard to indigenous knowledge***. In International Journal of Professional Practice Vol. 3 No. 1&2, Jan – Jun 2012

PAPERS PRESENTED

1. **Role of E-Resources in Government Information Centers.** *Invited presentation at Government Librarian's Workshop on the Constitution: Access and Use of Information in Government Information Centres 13th – 18th November 2011*
2. **Web 2.0 in Government Information Centers.** *Invited presentation at Government Librarian's Workshop on the Constitution: Access and Use of Information in Government Information Centers 13th – 18th November 2011*
3. **E-journals and E-books search, retrieval and use.** *Invited presentation at Information Retrieval Skills Workshop held at Kenya Methodist University – Main Campus on 17th-18th October 2011.*
4. **Intellectual Property Rights.** *Invited presentation at Information Retrieval Skills Workshop held at Kenya Methodist University – Main Campus on 17th-18th October 2011.*
5. **Knowledge management and digital libraries: Current issues of concern with regard to indigenous knowledge (co-authored with Prof. Wanja Thairu).** *Presented at The 1st International Conference on Emerging and Future Information Communication Technologies 11th - 12th August 2011*
6. **Adoption and use of Electronic resources in Kenya: Kenya Methodist University Experience.** *Presented at KLA coast Chapter Seminar on 20th October, 2010*

ACHIEVEMENTS

- Developed Knowledge Management System for KEFRI for collecting, storage, organizing, sharing and use of institutional knowledge.
- Developed knowledge Management policy, strategy and procedures.
- Appraised all KEFRI non-current records
- Developed Knowledge Management System for Past Papers in KeMU
- Collecting, organizing, and disseminating Knowledge produced by Chaplaincy department in KeMU
- Library of the year (Maktaba Award) – 2013 winner.
- Designed and established Digital Library in Kenya Methodist University
- Introduced the use of ebooks to Kenya Methodist University (KeMU)

ASSOCIATIONS

- Kenya Library Association (KLA) – Editor 2013 to 2015; Assistant Editor (May 2011 to October 2013)

HOBBIES AND INTERESTS

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|--------------------------|---------------------|
| • Sunday School Teaching | • Playing badminton |
| • Reading novels | • Playing chess |

REFEREES

Mr. Moses Kijugu
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Information and Communication Technology (ICT) Authority
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