

CURRICULUM VITAE

PERSONAL INFORMATION

NAME : GRACE MANYU
ID NUMBER : 22192973
GENDER : FEMALE
NATIONALITY : KENYAN
RELIGION : CHRISTIAN
LANGUAGES : ENGLISH, KISWAHILI
ADDRESS : P.O. BOX 75-10200, MURANG'A
PHONE NO. : 0702090363
EMAIL : gmanyu2010@gmail.com

PROFILE STATEMENT

I am a laboratory technologist with extensive experience in biological sample collection, processing and analysis using various laboratory techniques, management of laboratory facilities and consumables, proper laboratory waste management, generation of reports on inventory and other laboratory activities, supporting and guiding students in the laboratory on safety, performance of laboratory techniques, conduction of research and data management and analysis. I am also proficient in computer applications such as Ms excel, word and powerpoint.

PROFESSIONAL MEMBERSHIP

I am registered with Kenya Medical Laboratory Technicians and Technologists Board (K.M.L.T.T.B). Registration number is A06964.

ACADEMIC QUALIFICATIONS

2012-2021 Master of Medical Laboratory Sciences
(Clinical Histopathology and diagnostic cytology option)
Institution: Jomo Kenyatta University of Agriculture and Technology (JKUAT),
Juja.

2000-2006 Bachelor of Science in Medical Laboratory Science
Institution: Jomo Kenyatta University of Agriculture and Technology (JKUAT),
Juja.

1996-1999 Kenya Certificate of Secondary Education (KCSE)
Institution: Menengai High School, Nakuru.

1987-1995 Kenya Certificate of Primary Education (KCPE)
Institution: Nakuru West Primary School, Nakuru.

WORK EXPERIENCE

Laboratory technologist: January 2020 – Present

Organization: Murang'a University of Technology (MUT), Murang'a

My responsibilities include:

- Generating, maintaining and updating inventory of laboratory equipment, glassware, chemicals, consumables and other laboratory items.
- Ensure cleanliness and maintenance of laboratory equipment, glassware and chemicals in good condition and identifying and reporting any structural and functional problems in the laboratory.
- Timely generation of orders for practical materials and other laboratory supplies.
- Conducting practicals by sourcing, preparation and preservation of practical materials and guiding and supporting students during laboratory practical sessions.
- Preparing practical schedules, taking and monitoring student practical attendance and make recommendations.
- Ensure adherence to good laboratory practice by implementing and monitoring safe working practices for students and other laboratory users.
- Preparation of Standard Operating Procedures (SOPs) for practicals, equipment and waste disposal.
- Supervision of other staff and students on work-study program.
- Participate in budget making for the laboratory and audits by both internal and external assessors.
- Perform other duties as assigned by COD, MLS such as teaching.

Laboratory technologist: June 2010 – January 2020

Organization: Mount Kenya University, Thika.

My responsibilities include:

- Generating, maintaining and updating inventory of laboratory equipment, glassware, chemicals, consumables and other laboratory items.
- Ensure cleanliness and maintenance of laboratory equipment, glassware and chemicals in good condition and identifying and reporting any structural and functional problems in the laboratory.
- Timely generation of orders for practical materials and other laboratory supplies.
- Conducting practicals by sourcing, preparation and preservation of practical materials and guiding and supporting students during laboratory practical sessions.
- Preparing practical schedules, taking and monitoring student practical attendance and make recommendations.
- Ensure adherence to good laboratory practice by implementing and monitoring safe working practices for students and other laboratory users.
- Preparation of Standard Operating Procedures (SOPs) for practicals, equipment and waste disposal.

- Participate in budget making for the laboratory and audits by both internal and external assessors.
- Perform other duties as assigned by COD, MLS such as teaching.

Examination officer: September 2009 – May 2010

Organization: Mount Kenya University, Nakuru campus

My responsibilities include:

- Preparation of consolidated mark sheets.
- Liaising with main campus on examination related timelines.
- Processing of students provisional results slips.
- Overseeing the examination process during examination period.
- Compiling and forwarding disciplinary cases to the Academic Council Disciplinary Committee (Nakuru Campus).
- Custody and management of MKU examination answer booklets.
- Coordinating moderation of examinations and examination results.

Tutor: January 2005 - August 2009

Organization: Tracom College, Nakuru

My responsibilities include:

- Teaching and conduction practicals in assigned units of histology, cytology, parasitology, haematology, blood transfusion science, clinical chemistry, bacteriology and immunology.
- Assistant examination officer involved in exam processing from typing, administration and generation of results for students.
- Mentorship to students in research project from proposal development to conduction and reporting of findings.

Trainings attended

- **Cybersecurity and Emerging Technologies Awareness Training by the ICT Authority, Kenya** in collaboration with **Computer Learning Centre**, 2024.
- **Implementers training course for ISO/IEC 17025:2017-Competence of Testing and Calibrating Laboratories** by **Sleek Management Consultancy**, 2024.
- **Fundamentals of Bioethics certificate course**, 5 days course by **CBEC KEMRI Bioethics Training Initiative**, 2024.
- **Research Ethics for Institutional Ethics Review Committees**, 4 days course by **National Commission for science, technology and innovation (NACOSTI)**, 2021.
- **Pedagogy skills**, 2 days course by **Mount Kenya University**, 2014.
- **Laboratory Biosafety and Biosecurity Training**, one week course by **Ministry of Health (Kenya) and Mount Kenya University**, 2014.
- **Fire Safety Course**, 3 days course by **Alpha Safety Services Ltd**, 2013.

- **Compliance to Biosafety Act No. 2 of 2009 and its Regulations**, 3 days course by National Biosafety Authority and Mount Kenya University, 2013.
- **Implementation of a Quality Management System based on ISO 9001:2008 Standard** for Mount Kenya University, 3 days course by Alpex Consulting Africa Limited (ACAL), 2012.
- **Occupational First Aider**, 3 days course by Alpha Safety services Ltd, 2012.
- **Continuous professional development in Medical Laboratory Sciences in good laboratory practice**, 3 days course by Mount Kenya University, 2011.
- **Fire Fighting Familiarization Course**, 1 day course by Thika Fire Service, Municipal Council of Thika, 2010.
- **Corporate social responsibility on blood donor mobilization**, 1 day workshop by Bloodlink Foundation in conjunction with National Blood Transfusion Service (NBTS), 2010.

Referees

- | | |
|--|--|
| <p>1. Dr. Kennedy Muna,
Murang'a University of Technology (MUT),
P.O. Box 75-10200, Murang'a.
Mobile No.: 0722 518 508
Email: kenmuna2018@gmail.com</p> | <p>2. Dr. Josphat Njuguna,
Mount Kenya University (MKU),
P.O. Box 342-01000, Thika,
Mobile No.: 0722 612 598
Email: jwanjeri@mku.ac.ke</p> |
|--|--|