



REPUBLIC OF KENYA
NYANDARUA COUNTY ASSEMBLY
OFFICE OF THE CLERK

Our Ref: NCA/HR/REC/01/07/2023

Date: 28th July, 2023

TO WHOM IT MAY CONCERN

Dear Sir/Madam,

RE: RECOMMENDATION FOR STEPHEN MUIGA MUTHUTHIRI

This is to confirm that the above-named person was on attachment in the County Assembly of Nyandarua, in the Department of ICT. Stephen was working in the department as an attachee for three months from May, 2023 to July, 2023, and carried out the following duties and responsibilities: -

1. Software installation and troubleshooting
2. Hardware diagnosis and troubleshooting
3. Network setting for peripherals
4. Data backup
5. E-parliament system management
6. Livestreaming of plenary sittings of the county Assembly using the social media platforms

During this period, he developed and operationalized a Library Management System for the institution. The attachment also exposed him to the practical work environment and enhanced his employability skills. He proved to be a good team player who supported the department to achieve its objectives within the set timelines. He was also professional, respectful and reliable, portraying exemplary conduct in all aspects of his work.

As an institution, we view him as an asset and recommend him for any engagement pertaining to his career.

Yours faithfully,

MUKIRI MUCHIRI (MR.)
CLERK OF THE COUNTY ASSEMBLY

0743-079333 (Office)

P.O. Box 720-20303- OL KALOU

Building: County Assembly Chambers, Ol'Kalou

clerk@nyandaruaassembly.go.ke
info@nyandaruaassembly.go.ke
www.nyandaruaassembly.go.ke