

DILLA THEOPHELUS SIMON

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PROFESSIONAL PROFILE

Leader, responsible, organized, with high capacity for working in team, adjusted to change and focused to work under pressure. Enterprising, honest and with great disposition to work. Good computer skills. Qualified to develop functions in areas of Administration, Logistics, IT, Finance and Human Resources.

EXPERIENCE

Senior Regional ICT Advisor-Africa **JHPIEGO CORPORATION** 05/2019 to Date

- **Internet;** Managing the relationship between Internet service providers and Jhpiego African Countries
- **User Support;** Installing and managing software, including license compliance.
- **IT Infrastructure Management;** Implementing IT Infrastructure in Jhpiego Africa new offices within fiscal year 2019/2010.
- **Leadership/Management;** Conducting IT assessment and requirements gathering, provide gap analyses and recommendations Develop IT workplans, Budgeting, Plan, lead, and implement technology implementation for assigned Africa offices within 6 months.
- **Onboard new IT staff;** Recruiting, Leading, Conducting training and IT orientations for IT staff in Africa offices,

Regional ICT Officer/Advisor-Africa **JHPIEGO CORPORATION** 07/2015 to 05/2019

- Provided on-site training and roll out on office365/Knowledge management hive project and end users security in West, South, East and Central Africa in our fiscal year 207/2018.
- Monitored multiple databases to keep track of all Jhpiego inventory in West, East, Central and South Africa.
- led key projects IT Implementation like setup of Riverbed equipment (Network Optimizer), SonicWALL(firewall), Cisco Switches resulting into strengthening of our network standard in Africa in a period of 6 months.
- Recommended, implemented increase of bandwidth and successful setup of fiber connectivity between the core network in African Countries to enable successful roll out of Quick Book Enterprise (Rights Network) in Cloud in our fiscal year 2016/2017.

Country ICT Officer **CONCERN WORLDWIDE** 08/2014 to 07/2015

- Developed Concern Worldwide IT/ Radio policy for South Sudan within 3 months leading to easy guidance of new staffs joining.
- Conducted successful Outlook Email configurations training for all staffs within 6 months to give them fundamental knowledge.
- Developed IT, Radio training manuals and overseeing technical training for all South Sudan team with the fiscal year of 2014/2015.
- Successfully Oriented staffs on Administration of Backup and Restoring of loss of data in the first 3 months, this has impacted and provided staffs with knowledge even when I am on leave or in field they can handle on their own.

IT Spare parts/Systems Manager **ZAIN CORPORATION** 07/2009 to 07/2014

- Conducted analysis to address issue of preventing Server room and data center from fire accident which led to easy protection of this centers from fire outbreak; Planned and executed new domain setup within 2 weeks after the old crash.
- Guided on successful configuration of different calling codes in new country (South Sudan) within 3 months.
- Reviewed and provided comments on adequacy of documents like ITIL, System Control, Infrastructure Data and took necessary steps to cure any deficiencies within 3 months.

ICT/Logistics Officer **PLAN INTERNATIONAL** 01/2009 to 07/2009

- Defused hostile situations with superior negotiation techniques hence security for staffs and items.
- Established post delivery routes and managed distribution process within one month.
- Trained and instructed subordinates and supported units on Logistics for emergency hence successful emergency procurement successfully conducted in remote hostile field areas
- Recommended and implemented the roll of DHIS and SPSS software making data control easy reducing expenses on logistics

EDUCATION AND CERTIFICATIONS

Master of Science in information systems

Makerere University,

Master of Science in institutional management and leadership

Uganda Management Institute,

Bachelor of Science in information technology

Islamic University in Uganda,

International Advance Diploma in computer engineering

Techno Brain Uganda Limited,

Certificate in Data Visualization

Certificate in Cisco Certified Network Associate (CCNA)

Certificate in WAN Optimization – Riverbed

Certification in CompTIA A (A 2012

Certification in Certified Professional UNIX/Linux

Certificate in Monitoring and Evaluation Fundamentals

Certificate in Standardized Monitoring and Assessment of Relief and Transitions

TECHNICAL SKILLS

Windows, Excel, Linux, Mac OS, VMWare, Project Management, Public Speaking, Google Analytics, Digital Marketing, Writing, HTTP/Apache, DNS/BIND, SSH, SNMP, DNS, DHCP, FTP, SAP/ERP.

RELEVANT SKILLS

Supply and logistics planning, Extremely organized, Data management and Strong verbal communication, Excellent team management, leadership and communication skills.

REFEREES ARE AVAILABLE ON REQUEST