

# DICKSON KAGURI





Founder & Lead | Custom Web Development | UI/UX Design | Brand Identity Expert

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## SUMMARY

Motivated and detail-oriented professional with hands-on experience in data management, reporting, and process optimization. Skilled in organizing, analyzing, and presenting data to support decision-making and operational efficiency. Proficient in CRM and enterprise software, with strong analytical, problem-solving, and coordination abilities. Possesses a strong ability to support global client analytics and drive data-informed decision-making.

## KEY ACHIEVEMENTS

- **Enhanced Client Engagement**  
Increased client engagement by 70% using UI/UX redesign strategies.
- **Boosted Data Accuracy**  
Improved data accuracy by 40% through enhanced tracking systems.
- **Increased Productivity**  
Achieved 65% increase in productivity through supply chain optimization.
- **Improved Web Interaction**  
Led creation of websites generating 50% more user interaction.

## EXPERIENCE

- 2024 - 2025  
Nairobi, Kenya

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**Founder & Lead**  
**Syncline Digital Studio**
  - Founder & Lead at Syncline space digital
  - Specializes in delivering cutting-edge web solutions
  - Core focus on custom web development, UI/UX design, and strategic brand identity creation
  - Led the delivery of advanced web solutions
  - Specialized in building responsive, user-centric websites that elevated digital experiences
  - Boosted client engagement across various industries
  - Combined clean, scalable code with high-performance functionality for seamless navigation
  - Ensured long-term reliability of web solutions
  - Aligned design aesthetics with user behavior and business objectives
  - Delivered websites that looked exceptional and drove measurable results
- 07/2024 - 12/2024  
Kiambu, Kenya

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**School Coordinator**  
**Food For Education**
  - Built and maintained strong relationships between the organization, schools, and the community
  - Adapted to cultural differences, fostering trust and rapport essential for program success
  - Mobilized school children for meal distribution programs, ensuring timely and seamless service delivery
  - Accurately tracked the number of children receiving meals using advanced tracking systems, improving data accuracy by 40%
  - Coordinated logistics and managed schedules to optimize distribution efficiency while prioritizing health and safety protocols
  - Conducted health and safety assessments to reduce risks and ensure compliance with safety standards
  - Streamlined reporting processes, providing concise and actionable insights for area leads to enhance operational decision-making
- 03/2023 - 2024  
Nairobi, Kenya

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**Inventory Manager**  
**Alpha Touch Motors**
  - Established a robust system for inventory control and management, ensuring operational efficiency.
  - Conducted comprehensive audits to assess stock levels and identify discrepancies, maintaining accuracy in inventory records.
  - Implemented regular inventory checks to minimize risks of shortages and overstocking.
  - Optimized the ordering process through effective supplier communication, securing timely deliveries and favorable terms.
  - Introduced an organized storage system, enhancing technicians' efficiency by improving accessibility to parts and supplies.
  - Analyzed usage trends and adjusted inventory levels to meet anticipated demand, supporting smoother operations.
  - Maintained meticulous record-keeping to improve inventory accuracy and contribute to enhanced customer service.

EDUCATION

03/2019 - 12/2024

Nairobi, Kenya

Diploma In Mechanical Engineering

Technical University of Kenya

- Relevant Coursework
  - 1. Electrical Circuits and Systems
  - 2. Mechanical Engineering Fundamentals
  - 3. Control Systems
  - 4. Robotics and Automation
  - 5. Fluid Mechanics and Thermodynamics
- Academic Projects
  - Dual Axis Solar Tracking System
    - 1. Designed and prototyped a solar-powered system to optimize solar panel efficiency by tracking the sun's position throughout the day
    - 2. Implemented control algorithms to adjust both azimuth and elevation angles based on real-time solar tracking
    - 3. Conducted performance testing and analysis to validate the system's effectiveness in maximizing solar energy
    - 4. Presented findings and recommendations to faculty and peers, showcasing practical applications of engineering
  - Principles in renewable energy technology
    - 5. Conducted research on sustainable energy systems, focusing on the integration of renewable energy sources into mechanical and electrical systems

LANGUAGES

English

Advanced



SKILLS

HR & Administrative Support		Reporting & Analytical Skills		CRM and Data Management		Scheduling and Coordination	
Attention to Detail	Problem-Solving	Technological Proficiency	IT Literacy	CRM	Employee Records		
Data Management	Enterprise Software	Logical Reasoning					

PROJECTS

Founder & Lead

📅 2024 - 2025    📍 Syncline digital  
🔗 [syncline.space](#)

At Syncline digital studio, I led cross-functional teams, coordinated project workflows, and ensured timely delivery of client projects across various industries. I implemented structured processes to track tasks, monitor progress, and maintain accurate records, enhancing operational efficiency and reporting accuracy. By liaising closely with clients and internal teams, I ensured effective communication, problem-solving, and successful project outcomes.

- Syncline Digital Studio specializes in delivering cutting-edge web solutions, with a core focus on custom web development, UI/UX design, and strategic brand identity creation.
- Developed custom websites tailored to each client's business model, using modern, responsive web technologies (HTML, CSS, JavaScript, and frameworks).
- Crafted visually compelling brand identities.
- Designed logos, typography systems, and cohesive brand guidelines that resonate with target audiences.
- Created user journeys using tools like Figma and Adobe XD, improving usability and customer satisfaction.
- Maintained tight relations with clients to translate ideas into functional, scalable, and aesthetically refined digital products.