



DOMINIC MORANG'A
P.O BOX 22-30301
NANDI HILLS, KENYA.
dmoranga8@gmail.com
+254729934933

Objective

To participate as a team member in a dynamic work environment focused on promoting sustainable agricultural and economic growth by providing superior values and services towards achieving food security and well-being of human beings in Africa.

Education

- **UNIVERSITY OF ELDORET**
BACHELOR OF SCIENCE (AGRICULTURAL EXTENSION EDUCATION)
SECOND CLASS (UPPER DIVISION)

2021

Experience

- **EASTERN PRODUCE KENYA LIMITED (EPK)** August 2023 - Present
ASSISTANT FACTORY MANAGER
I am part of the managerial team whose objective is to produce the best quality product efficiently and as cost effectively as possible. My main roles and responsibilities as an Assistant Factory Manager includes:
 - o Supervise a team of supervisors and general workers ensuring that approved tasks are met and that an acceptable work standard is achieved on a consistent basis.
 - o Adhere to all company policies and procedures personally and by subordinate staff to achieve and maintain good corporate governance principles.
 - o Complete labor muster role. To ensure accurate and correct entries of labor attendance.
 - o Assist to coordinate and monitor routine field and factory operations daily according to the budget by ensuring that crop management and factory activities are executed efficiently and cost effectively.
 - o Plan effective utilization of relevant installations and equipment according to the physical work plan and appropriate maintenance schedule.
 - o Assign and delegate responsibilities to subordinate staff as agreed upon.
 - o Conducting work plan meetings and ensuring that assigned and delegated duties are executed according to required standards as instructed.
 - o Implement staff training programs on an ongoing basis to ensure that staff is trained according to agreed training programs.
 - o Assist in preparing the budget annually in line with budget parameters and guidelines in required format and ensuring timeous discussion and submission of the budget.
 - o Assist to prepare and finalize relevant reports by ensuring accurate and detailed reports are submitted in the required format.
 - o Maintain Estate and factory infrastructure and secure all company assets.
 - o Supervise labor activities and all machinery to ensure that maximum productivity levels are achieved and maintained.
 - o Carry out village improvement schemes and village environmental committee (VEC) meetings.
 - o Assist to monitor and control labor housing and report required repairs and maintenance of housing to the Estate manager.
 - o Ensure payment of wages is done according to prescribed company policies and procedures.
 - o Maintaining of labor relations.
 - o Ensuring adherence to safe work procedures and practices.
 - o Ensuring adherence by all subordinate staff to all relevant company policies and procedures to achieve good corporate governance principles.
 - o Taking charge of an 8hour shift by ensuring good quality tea is produced throughout.
 - o Making relevant decisions concerning the Withering, oxidation, drying and sorting of tea during the shift.
 - o Solving any labor issues that may arise amicably and as quick as possible.
 - o Oversee daily activities by ensuring they are kept to the highest possible standards.
 - o Monitor and control all related installations and equipment by ensuring the upkeep and correct application of machinery as instructed.
 - o Maintain communication with relevant staff continuously by ensuring that effective communication channels are maintained by all subordinate staff.
 - o Monitor and analysis of Power Usage and efficiency in the factory by creating a Power Saving Culture among all employees.
 - o Carrying out weekly vehicle inspection and stores, pharmacy and dispensaries stock take as accurately as possible, to ensure all vehicles are running smoothly, and that we are well stocked in terms of drugs and other materials needed in the estate.
 - o Maintain staff discipline by ensuring strict adherence to the company policy on disciplinary and grievance procedure.
 - o To complete performance enhancement for all subordinate staff annually according to the company policy on performance assessments for timeous submission and discussion.
 - o Attend company meetings as scheduled and that active participation and inputs support company interests at all times.
 - o Adhere to all safety regulations by carrying out regular health and safety audits and taking corrective action where required.
 - o Training of employees on Food safety policies and Rainforest Alliance standards to ensure safe products are manufactured.
- **EASTERN PRODUCE KENYA LIMITED (EPK)** February 2024 - March 2024
ACTING FACTORY MANAGER
I was incharge of a tea factory for the period of 1 month was the Factory Manager was on leave. During my tenure as an Acting Factory Manager, I performed diligently the following roles and responsibilities:
 - o FACTORY OPERATIONS- Produced the best quality teas with low production costs. Ensured all tea production operations were followed as per company policies in RED BOOK.
 - o FINANCIAL MANAGEMENT- Managed budget accounts and capital projects (zero overspent in accounts) during my tenure.

- HUMAN RESOURCE - Ensured good work force /management relationships. Set performance standards for subordinates, Trained and motivated employees and implemented CBA/labour laws.
- ADMINISTRATION- Kept records of all operations within tea process, ensured deadlines for returns were met; entering and checking invoices and data accurately.
- STOCK CONTROL- Ensured made tea stocks, firewood stocks and lintrack data were accurately and timely updated.
- OUTGROWER OPERATIONS- Managed and ensured out growers' operations were operated as per company procedure.
- I also performed any other duties that were assigned to me by my seniors.

- **EASTERN PRODUCE KENYA LIMITED(EPK)**

December 2023 - January 2024

ACTING DIVISIONAL/FIELD MANAGER

I was in charge of a 151 hectares Tea plantation Division in an acting capacity for the period of 1 month while the Field/Divisional Manager was on leave.

During my acting period, I diligently performed the following roles and responsibilities in the Field:

- Planning: Planned, prepared and implemented PSP(Plucking Scheme Programme, daily divisional activities, weed control programme, effective utilization of transport, annual pruning Programme, divisional budgets & timber plantation programs.
- Operations: Arranged & co-ordinated effective utilization of manpower, transport vehicles, maintenance of roads, firebreaks boundaries & to organize soil/leaf samples, harvesting of timber & to perform weekend duties.
- Control: Managed, ensured & controlled divisional costs & expenditure, plucking rounds, company assets & logistics for estate schools, safe and healthy work practices, pruning pests, diseases fertilizer application, contracts, estate villages & buildings to the highest standard.
- Administration: Ensured effective time recording, correct labour allocation, sound community relation. Implementation of WIBA& ASHA requirements, estate & employee security. Managed, updated, maintained and controlled dispensaries, division boundaries field records and prepared monthly progress reports.
- Human Resources: Trained and motivated subordinate, ensured sound labour relations, set performance standards for subordinates, assisted subordinates in planning and implementation of their responsibilities & guided subordinates on company policies & procedures.

- **EASTERN PRODUCE KENYA LIMITED (EPK)**

July 2021 - August 2023

MANAGEMENT TRAINEE

I was part of the managerial team whose objective was to produce the best product efficiently and as cost effectively as possible while being trained for a period of two years both field and factory operations. While I was a trainee, the I performed following roles and responsibilities:

- Supervise a team of supervisors and general workers ensuring that approved tasks are met and that an acceptable work standard is achieved on a consistent basis.
- Adhere to all company policies and procedures personally and by subordinate staff to achieve and maintain good corporate governance principles.
- Complete labor muster role.
- To ensure accurate and correct entries of labor attendance.
- Assist to coordinate and monitor routine field and factory operations daily according to the budget by ensuring that crop management and factory activities are executed efficiently and cost effectively among others.

- **UNIVERSITY OF ELDORET**

September 2019 - December 2020

SPECIAL AGRICULTURE PROJECT

Department of Agricultural Economics and Rural Development

A project on enhancing the profitability of Tea among the small scale farmers in Kisii South Sub county.

- Handled the entire activities involved in the development of the project including Identification of the problem, formulation of the project proposal, formulation of project/research questionnaires for data collection, collection of data from the field, Data entry into Microsoft Excel for analysis, Data analysis using Microsoft Excel, Interpretation and presentation of the analysed data for the project and Project report writing.

- **OGEMBO TEA FACTORY CO. LTD(KTDA)**

May 2019 - August 2019

Tea Extension Assistant Agent (TESA)

Department of Field Service Coordination and Extension Services

- During my period in this institution, I was able to apply my knowledge, ability and practical skills in the following areas of interest: Data processing, entry and updating office records, Exposed to field work (Extension methodologies) on effective planning and management systems, biodiversity conservation using the Farmers Field School (FFS), Farmer visits, and workshops. Visited various Buying Centers, training of farmers on the safe methods of fertilizer application, plucking quality tea and handling of agrochemicals.
- Carried out Field day activities e.g. F. F. S, Rainforest Alliance and tea censuring using the correct criteria,
- Tea nursery establishment and crop husbandry practices, able to locate latitudes, longitudes and altitudes(Coordinates) for each farm using GPS method, Exposed to tea processing activities i.e reception of green leaf through physical count, weighing(Using PDA Electronic Machine), Withering, CTC CFU, drying and packing and also got exposure on general office filing, printing, scanning and arranging the office within the required standards.

Projects

- **Enhancing the profitability of Tea among the small scale farmers in Kisii South Sub county.**
- The project was based on the analysis of various factors that contributes to low profitability among the small scale growers of tea in Kisii South subcounty. The data was collected using questionnaires analysed using the Microsoft Excel.

Additional Information

I am an Agricultural Extensionist with passion and interest in Research, technology designing, technology dissemination, agricultural advisory services, capacity building in agriculture, agriculture project management, agribusiness management, Integrated Pest Management and collection of information for decision making, food security, economics and policy articulation, soil fertility and plant nutrition, animal diseases, production and their management, natural resources management, entrepreneurship and small business management, community-Based needs assessment, soil erosion and management, human resources development in agriculture and Extension programme planning, development and management that aims on production, value addition and marketing, effective research, policy analysis and intersectoral integration.

I am a honest, quick learner, self motivated, team player and hardworking person who can work under minimal supervision to produce best results. Also I have interest in the field of development, ability to adapt to new environments and work with individuals from different cultural backgrounds.

Current Experience

As an experienced agribusiness professional with a deep passion for tea manufacturing, I am dedicated to ensuring the highest standards of quality and sustainability throughout the production process. My career spans several years in the agricultural sector, where I have developed a strong expertise in tea cultivation, processing, and quality control.

I believe that the art of tea manufacturing lies not just in producing a product, but in crafting an experience—one that begins with careful field management and ends with a cup that embodies strength, flavor, and tradition. My goal is to consistently produce teas with rich body, distinct flavor profiles, and the highest quality standards.

Beyond the factory floor, I am committed to driving innovation and efficiency in the supply chain, supporting sustainable farming practices, and improving market competitiveness. Whether working with farmers, factory teams, or market analysts, I strive to ensure that every batch of tea reflects the hard work and expertise that goes into it.

Language

- English
- Swahili

Certifications

- Leadership and Behavioural Management
- Occupational Safety and Health (OSH)

Skills

- Labour Management
- Financial Management
- Projects Management
- Quality Control and Assurance
- Crop Husbandry and GMP

Reference

- **Zephaniah Mokaya**
EASTERN PRODUCE KENYA LIMITED
ASSISTANT GENERAL MANAGER
zmokaya@easternproduce.co.ke | +254 726 815672