

CURRICULUM VITAE

ABIGAIL WANJIKU NGANGA

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PERSONAL DETAILS

- **Full Name:** Abigail Wanjiku Nganga
- **Gender:** Female
- **Nationality:** Kenyan
- **County of birth:** Murang'a
- **Languages:** English and Kiswahili

PROFESSIONAL SUMMARY

A detail-oriented accounting trainee currently pursuing CPA 3 & 4 with an Accounting Technician Diploma with a passion for accounts, economics, and taxation. Demonstrates a strong work ethic, exemplary communication skills, and willingness to take on new challenges. Seeking to contribute meaningfully in a professional environment while gaining experience and growing within the accounting, finance, economics and taxation sectors.

CAREER OBJECTIVE

To secure a position in a reputable and dynamic organization where I can utilize my academic knowledge, practical experience, and professional skills to contribute positively to the organization's growth while advancing my own career. Desire to be a valuable person in any organization as I turn every opportunity into an idea. I am committed to delivering excellence, promoting integrity, and making a meaningful impact in both the workplace and the wider society.

EDUCATION & PROFESSIONAL TRAINING

2025 January – Present

Certified Public Accountant (CPA – Ongoing)

2025 September 27th
NYS Soft Skills Zoom Training Kenya
Soft Skills Certificate

2024 January – 2024 December
NYS Institute of Business Studies – Nairobi
Accounting Technician Diploma

2023 April – 2023 December
NYS Turbo Field Unit
Nation Building Program

2022 September – 2023 March
National Youth Service College Gilgil
Basic Paramilitary Training Program
Skills Gained

- Guidance and Counseling
- Disaster Management
- HIV/AIDS Awareness
- Fire Fighting
- Discipline

2022 January – 2022 March
Togla Institute of Business Studies
Computer Packages

2017 – 2020
Ng'araria Girls Secondary School
Kenya Certificate of Secondary Education (KCSE)

LEADERSHIP AND MEMBERSHIP

2024 August – 2025 November
National Youth Service Nairobi Chapel
Church Treasurer

2024 November – 2025 November
NYS Institute of Business Studies
Store in Charge

2024 July – 2025 November
NYS Institute of Business Studies Christian Union
Christian Union Secretary

2023 April – 2023 December
NYS Turbo Field Unit Chapel
Church Vice-Secretary

2022 September – 2025 December
National Youth Service
Discharge Certificate

WORK EXPERIENCE

2021 May – 2021 December
Shop Attendant – M-Pesa Agent Shop, Garissa town
Managed daily M-Pesa transactions including deposits, withdrawals, and bill payments.

2022 May – 2022 August
Computer packages tutor –Togla Institute of Business Studies
Taught computer skills and packages to students

SKILLS AND COMPETENCIES

- Soft skills
- Effective communication
- Leadership
- Teamwork and collaboration
- Time management

INTERESTS AND HOBBIES

- Reading
- Travelling
- Volunteering
- Practicing accounting knowledge

REFEREES

1. Madam Gladys Mwaniki

Title: NYS Institute of Business Studies H.O.D Accounts Department

☎ Tel: +254723991058

2. MR. Peter Mbui

Title: Superintendent NYS/ Mentor

☎ Tel: 0727071009

3. MR. Eli Barasa

Title: NYS Nairobi Chapel Elder

☎ Tel: 0721767962