

PROFESSIONAL PROFILE

Knowledgeable accounting team member with proven skill in identifying discrepancies and deficiencies in accounting system. Help keep records and controls accurate and compliant with depth accounts and data analysis. Support effective financial management with knowledgeable assessments and clear recommendations for corrective action. Hardworking and focused on completing work quickly to consistently exceed targets, reliable team member accustomed to taking on challenging tasks. Dedicated to business success.

EDUCATION AND PROFESSIONAL QUALIFICATION

KNEC-November 2019-2022

- Diploma in Banking and finance -Credit
- The Sigalagala National Polytechnic

KASNEB – August 2023

CPA Intermediate -ongoing

- ATD-Finalist
- The Sigalagala National Polytechnic

Udira secondary school:2014-2017

- Kenya Certificate of Secondary Education

Ombo primary school:2004-2013

- Kenya Certificate of Primary Education

KEY SKILLS AND COMPETENCIES ACQUIRED

- Accounting: Skilled in general accounting practices such as payroll, processing Bank reconciliation, petty cash book and accounting payables.
- Computer skills: Ability to access the computer.
- Communication skills: Ability to relate well with people and ensure good relation are fostered



- Organizational skills: Ability to maintain calm under pressure and deliver accurate results by working in an orderly manner and delivering in a timely manner.
- Research skills: Acquired knowledge and experience on various elements of research and analysis, for example mapping and profiling data using ODK and Kiamis
- Financial Reporting: I have effectively generated monthly reports: profit and loss account, balance sheet, trial balance and supporting ledgers.

WORK EXPERIENCE

Poultry Data clerk

PPAPS Firm 2023-Date

- Carrying out daily sales
- Preparing daily report.
- Handling customer's complaints and ensuring that customers are satisfied.
- Filing return.

ASSISTANT ACCOUNTANT ATTACHEE

SEGA MISSION HOSPITAL – 2021 January-2022January

Duties and Responsibilities

- Helping the accountant in filling returns.
- Preparing daily and monthly reports .
- Doing daily activities as directed by the management.

RECEPTIONIST

St. ANNE'S SEGA DISPENSARY -2018 – 2019

Duties and Responsibilities

- keeping records of the hospital
- Recording the clients in the MOH book
- Directing the client where necessary

AGRIPRENUER \ENUMERATOR-.MAPPING AND PROFILING OF AGRICULTURAL VALUE CHAIN ACTORS

COUNTY GOVERNMENT OF SIAYA



Duties and Responsibilities

- Profiling and mapping of farmers using ODK and Kiamis tools.

REFEREES

Fr. Elijah Namwaya, (Chaplain **TSNP**)

St. Peters Mukumu Seminary

P.o Box 2301-50100

Kakamega

Tel no. +254729332462

Kakamega.

Mr. Byron Omondi

Lecture, The Sigalagala National Polytechnic

P.O Box 2966 – 50100

Tel no +254715653722

Madam Bridgit Savalla

Teacher

Tel no:+254716137095

