

NATIONAL POLICE SERVICE**DIRECTORATE OF CRIMINAL INVESTIGATIONS****DIRECTORATE OF CRIMINAL INVESTIGATIONS HEADQUARTERS**

P.O.Box 30036-00100 GPO

NAIROBI, KENYA

Ref. No. **PCC-EGSWWLNA**Date. **16 January 2025****POLICE CLEARANCE CERTIFICATE***I hereby certify that the fingerprints recorded from***NATHAN OGUTU OWUOR***holder of ID No. **25487775** have been searched in Criminal Records**Office's database with/without previous record. The validity of the information on this certificate is as of the date of issue.***REMARKS IN CASE OF PREVIOUS RECORD****OFFENCE(S): NIL****RESULTS OF TRIAL: NIL****DATE: NIL*****This Certificate has been issued without any alteration or any
erasure***

(W.N KIRAI)

***For: Director, Directorate of Criminal Investigations
(P.T.O)***

NOTE: This is a computer generated certificate, to verify the authenticity of this document,
use the link <https://dci.eitizen.go.ke/verify>,
send DCI to 21546 Then Dial *512# and select "Police Clearance"

REMARKS

2. OFFENCE(S): **NIL**

RESULTS OF TRIAL: **NIL**

DATE: **NIL**

3. OFFENCE(S): **NIL**

RESULTS OF TRIAL: **NIL**

DATE: **NIL**

4. OFFENCE(S): **NIL**

RESULTS OF TRIAL: **NIL**

DATE: **NIL**

5. OFFENCE(S): **NIL**

RESULTS OF TRIAL: **NIL**

DATE: **NIL**

OFFENCE(S): **NIL**

RESULTS OF TRIAL: **NIL**

DATE: **NIL**

7. OFFENCE(S): **NIL**

RESULTS OF TRIAL: **NIL**

DATE: **NIL**

CURRICULUM VITAE

PERSONAL DETAILS



Name : Nathan Owuor Ongutu
Date of Birth : 14th March 1985
Gender : Male
Nationality : Kenyan
Marital Status : Married
Religion : Christian
Tel : +254 798158256
+254 722306653
Address : P.O Box 58790-00200
Nairobi
Languages : English and Kiswahili
Email : Owuornathan25@gmail.com



CAREER OBJECTIVES

To work in a challenging and dynamic environment offering good prospects of long-term career advancement in an environment that demands continuous improvement as a basis of attaining set goals and objectives.

PERSONAL SKILLS AND ABILITIES

- Excellent verbal communication skills.
- Good organizational and planning skills.
- Good analytical and troubleshooting skills.
- Highly organized with excellent administrative skills and outstanding follow through capabilities.
- Exceptional people skills, commitment to team work and fostering a positive work environment.

EDUCATIONAL BACKGROUND

2008-2011	Kampala International University Bachelor of Public Administration
2006-2007	Tororo Town College Uganda Advanced Certificate of Education
2001-2005	Ororo Secondary School Kenya Certificate of Secondary Education

WORKING EXPERIENCE

March 2021-Nov 2021 **Brookside Dairy Company**
Position: Market Auditor/Trade Developer
Duties & Responsibilities

- Submitting orders by referring to price lists and product literature.
- Monitoring competition by gathering current marketplace information on pricing, products, new products, delivery schedules and merchandising techniques.
- Informing customers about discounts and special offers.
- Sourcing for new business deals, obtaining orders and establishing new distribution channels.
- Ensure timely collections and that customers adhere to their set credit terms; in liaison with the marketing team.
- Assessment of market share of our products.

Nov 2014 – Aug 2020

Federal Foods (Sadia Company) – Qatar

Position: Sales Executive

Duties & Responsibilities

- Demonstrating and presenting products.
- Establishing new business.
- Maintaining accurate records.
- Attending trade exhibitions, conferences and meetings.
- Reviewing sales performance.
- Negotiating contracts and packages.

March 2014 – Oct 2014

Nexgen Company

Position: Sales Executive

Duties & Responsibilities

- Providing sound advice and support to homeowners, investors and corporate to suit their various needs.
- Negotiating leases with tenants and the collection of rent.
- Ensuring our products and services are continually improved without losing sight of our main objective.
- Advertising our company through visible and prominent billboards.
- Addition of available premises in our website.
- Coordinating, establishing tenant-landlord communication channels that are vital.

Nov 2011 – Nov 2013

Almarai Company – Saudi Arabia

Position: Merchandiser

Duties & Responsibilities

- Marketing of first moving consumer goods.
- Delivering of products to customers.
- Monitoring Sales through points of sales.
- Exploring new markets and clients.
- Cleaning where the products are to be arranged.
- Removing expired products from the shelves.
- Educating the consumers about the products.

ACHIEVEMENTS

- Attaining set targets and sometimes I surpassed.
- Increased sales by 35%, through the well-placed implementation of sales initiatives.
- Consistently stayed current with trends and competitors, thereby, identified many improvements.
- Revived 15+ dormant accounts, resulting in meeting sales targets.
- Increased client satisfaction through the provision of excellent sales and aftersales services.
- Identified important sales KPIs which helped in creating sales processes effectively.

Other Training, Responsibilities and Achievements

- Valid Kenyan and Qatar Driving Licenses.
- Participated in the Kenya freedom from hunger walk on numerous occasions.
- Involvement in the weekly cleaning of the Saint Theresa's Church.
- Class Representative 2008-2009 political science class.
- Participated in Mathare Youth Community Projects.
- Second best team in Homabay basketball school district championship (2005).
- Supported Mama Fatuma children's home through volunteering.

HOBBIES

- Basketball & Football
- Interacting with people.
- Traveling and hiking

REFEREES

1. Racha Zeidan
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Federal Foods (Sadia Company) – Qatar
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2. Mr. Benedict Nzuvu
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