



SUMMARY

A dynamic and self-driven financial adept with over 6 years of experience in Auditing, Accounting, Financial analysis, and Tax. My aim is to enhance my skills and further my career in a well-established organization where I can offer my expertise. I am an individual with a high attention to detail with excellent analytical, presentation and communication skills

EDUCATION

Moi University

Bachelor's Degree in Business Management
2012 – 2016

Kenya Accountants and Secretaries National Examination Board

Certified Public Accountant (CPA)
2012 – 2016

SKILLS

- Accounting software's (QuickBooks, sage, xero, tally, VT)
- Audit Automation (pro-audit)
- CCH central
- Good Leadership Skills
- Good Communication Skills
- Recommendable Interpersonal Skills
- Proficiency in use of computers and computer accounting software programs
- Well-rounded knowledge of accounting principles and personal income taxes
- Ability to organize work and projects, prioritize and meet deadlines

PROJECTS AND ARCHIEVEMENTS

- Inflo digital audit system implementation - key staff in system transition from Audit Automation to Inflo. I successfully trained in mapping the trial balance to Inflo
- Best employee of the year 2022-2023 financial year- Delivered accurate Financial Reports & Analytics on a timely basis

LANGUAGES

- English Native
- Swahili

PROFESSIONAL EXPERIENCE

Senior Auditor

KLSA London LLP | July 2023 - June 2024

- Drafting of provisional and final financial statements
- Preparation of audit planning, working papers and analytical review
- Drafting of the tax computation and filing of annual report in HMRC and Companies House
- Supervising and reviewing work for audit associates
- Drafting management letter and presentation of audit report to clients

Senior Auditor

PKF KENYA LLP | 2020 – 2023

- Carrying out statutory audit assignments
- Audit planning and risk assessment
- Documentation of client systems and business processes
- Advise client on tax and accounting matters
- Preparation of financial statements as per required standards
- Preparation of tax computation, tax returns and submitting iTax annual returns
- Audit team supervision, work review, delegation of duties and conflict resolution

Audit Associate

PKF KENYA LLP | 2018 - 2020

- Auditing various components of financials including cash, receivables, payables, investments, fixed assets, revenues and expenses.
- Check, inspect and reconcile bank deposits and payments.
- Inspect, test and assess software and hardware systems for its failure
- Planning and scheduling engagements/meetings
- Preparation of management letter for presentation to the client