

CURRICULUM VITAE				
Surname		Oriama		
First name		Meshack		
[REDACTED]		[REDACTED]		
Current nationality		Kenyan		
EDUCATION AND QUALIFICATION				
from	to	Name of school/college/university	Nature of course/studies/specialization	Certificate/diploma/degree obtained
[REDACTED]	[REDACTED]	Bloomberg Institute	Bloomberg Market Concept	Credit
[REDACTED]	[REDACTED]	Kenya School of Monetary Studies/JKUAT	Post graduate diploma in business sciences specialization in financial management	Expected Credit
[REDACTED]	[REDACTED]	Egerton University Njoro	Bachelor of Agribusiness management	Degree in Bachelor of Agribusiness
[REDACTED]	[REDACTED]	Diplofoundation	ICT policy and strategic planning	Certificate
[REDACTED]	[REDACTED]	St. Joseph's Seminary Molo	Secondary education	K.C.S.E certificate
EMPLOYMENT RECORD				
<b>IDIFI-Institute for Digital financial inclusion, Bloomberg's Financial Markets lab</b>				
Address		Kenya School of Monetary Studies , P.O.BOX 65041-00618		
Title of post		INTERN (Financial analyst)		
period		September 2015	current	
Economic analysis for the students at the Bloomberg financial markets lab				
<b>Sameer Agriculture and livestock ltd</b>				
Address		[REDACTED]		
Title of post		Sales accounts assistant		
period		From: January 2015	To: August 2015	
Through a greater understanding of the SAP enterprise system I was given key responsibility of posting sales order creating deliveries documents for dispatch of milk and milk products (daima milk and cream-bell ice cream). Also I prepared market demand analysis and reports to facilitate a just in time production (production department) of milk for distribution every day. These helped avoid overproduction and reduced wastage and market stock returns.				
<b>Weston Hotel Ltd ( Opposite Wilson Airport Nairobi)</b>				
Title		Cashier/controls		

<b>PERIOD</b>	<b>From:</b> 03/2014	<b>To:</b> 12/2014
<p>Received payments collected from waiters and raised billing documents for the guests then at close of every days business reconciled the captain orders and established the total cover for the day and prepared cover report popularity analysis report ready for the Food and beverage and finance managers analysis. I also prepared the daily sales summary and the cahiers report.</p> <p>I always ensured the guest where billed and that they signed the charge or paid. I also received company phone calls from clients in house and non-resident and answering them as per the company policy and clients' needs. I also ensured proper controls in billing, revenue collection and beverage dispensation and requisition. Ensured proper rates are charged to guest as per the company policy and all statutory requirements through updating prices in the menu.</p> <p>I ensured that what was issued at the bar followed due procedures, prepared stock variance report from the bar, ensured stocks are requested properly from store, ensured weekly physical stock take at the bar for beverages and reconciled with the stock summary to establish variance</p>		
<b>New KCC Nakuru Depot</b>		
<b>Title :</b>	Administrative assistant (voluntary)	
<b>period</b>	From: 01/08/2011	To: 01/04/2014
<p>During my university internship I joined new KCC Nakuru where I was retained until my completion of degree education. These was due to my hard work diligence and fast learning ability with great efficiency and effective news in performing my duties such as preparing sales invoices, carrying out daily reconciliation of sales and stocks, ensuring correct posting of the sales in the ERP system (SAP) SYSTEM APPLICATION PRODUCT and preparing and raisin STO (Stock Transfer Order) and different carrier documents for the different classes of milk product. I also ensured that there was enough stock in the system for daily sales through reconciliation of stock with SAP data. Reconciled the daily milk sales summary with stock issued and returns from the store</p>		
<b>PERSONAL SUMMARY</b>		
<p>I am motivated by developments in the world's economic functioning, there financial systems and markets. I am a self-driven financial expert with kin interest in investment and technical analysis through portfolio management, financial inclusion and diversity and financial accounting. I believe in making the world a better place through finance and administration</p>		
<b>SOCIETIES</b>		
<ul style="list-style-type: none"> <li>• KICTANET (Kenya ICT action network)-Associate</li> <li>• E-Agriculture platform</li> <li>• Alumni NSE (Nairobi Securities Exchange) investor challenge</li> </ul>		
<b>INTEREST</b>		
<ul style="list-style-type: none"> <li>• Mathematics and finance</li> <li>• Economic policy advocacy</li> </ul>		
<b>PERSONAL INFORMATION</b>		
<b>Date</b>	<b>03.09.2015</b>	<b>Signature: MESHACK EMAKUNAT ORIAMA</b>