

KENNETH KINUTHIA KIBUGI

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PROJECT MANAGER / BUSINESS ANALYST / FINANCE PROFESSIONAL

EDUCATION

- **Masters of Business Administration** - Jack Welch Management Institute (JWMI), Strayer University, USA | 2018 - Ongoing (GPA 3.83/4.00)
- **Masters of Science in Project Management** - Jomo Kenyatta University of Agriculture and Technology (JKUAT) | 2016 - 2021
- **Bachelors of Commerce (Accounts)** - Devi Ahilya Vishwavidyalaya (Formerly Indore University), India | 1995 – 1998

Technical Proficiency

Microsoft Office Suite (Word, Excel, PowerPoint, Project), QuickBooks, Sage, Pastel Evolution, and Sun System

PROFESSIONAL EXPERIENCE

SENIOR AUDIT MANAGER – Kimani Mwangi and Associates, CPA (K)| 2021 – Present

- Lead a team of 4 Assistant Auditors in obtaining sufficient and appropriate audit evidence that highly address the audit objectives that ensures quality assurances.
- Strong demonstration of the knowledge of prevailing accounting standards as well as accounting disclosure requirements.
- Maintaining high retention of clients through offering effective solutions on identified issues addressed in the management letter.
- Providing effective oversight to identify all significant inherent and fraud risks in the course of the audits.

CORPORATE CONSULTANT –Novel Business System Limited | 2019 – Present

- Providing industry-specific coaching and training to clientele.
- Optimize brainstorm strategies for growth, positive change and improvement.
- Successfully solving problems through helpful recommendations and practical suggestions.
- Meeting with existing clients to perform an initial assessment, discuss goals and strategize methods for improvement.
- Providing assistance with marketing campaigns and brand development and reviewing data for marketing strategy.
- Collection of accurate data on clients and the business through interviews, workplace shadowing and researching documents.

PROJECT MANAGER –Techfield Systems Limited & GroundUp Limited | 2019 –2021

- Developed work plans, schedules, resource plans, and status reports that saw successful project turnarounds at over 100%.
- Offered effective leadership to all the construction projects throughout the project life and focused to address all the changes regularly.
- Ensured effective problem-solving strategies to ensure all deliverables are being completed and milestones are achieved at over 100%.
- Providing effective leadership through monitoring and evaluation to full compliance with building rules, regulations, and technical documents, and the customer final product expectation.

GENERAL MANAGER – Tracer Limited | 2018 – 2019

- Leading a management team of 5 and other 25 employees and overseeing all the operations, customer relations, human resources, sales and marketing, finance, and administration functions of the organization.
- Undertook a turnaround strategy that saw business growth by over 23%.
- Recruited an effective sales and marketing team that ensured achieving sales hence recapturing a market share in the auto industry.

- Optimized high returns to shareholders through operational growth and effective capital management.

GENERAL MANAGER – Omni Ventures Limited | 2017 – 2018

- Led team of 3 Project Managers and 19 Field Engineers, 6 teams of Sub Contractors in Telecommunication Projects through the entire project development process from the conceptual phase to commissioning.
- Oversaw all management related both in Kenya and Rwanda including human resources, performance reviews, ensuring compliance with regulatory requirements, and project planning/scheduling, product specifications while managing projects' annual budgets of up to \$10.0M.
- Actively involved in developing, tracking, and updating workflows, work plans, and project timelines with the team and managing the team's performance of project tasks and activities.
- Assisted the project managers by providing day-to-day who offered support to project teams and partners, ensuring compliance with partnership contracts as well as applicable regulations.
- Succeeded in process management in setting up of the Integrated Management System for Quality Management Systems and Occupational Health and Safety Management System Certification in ISO 9001:2015 and OSHAS 18001.

REGIONAL ACCOUNTANT/ PROJECT MANAGER – Child Welfare Society of Kenya | 2014 – 2016

- Oversaw and successfully delivered construction projects of building maisonettes foster houses at children's homes in the counties of Nairobi, Murang'a, Embu, Nanyuki, and Isiolo. Managed a Project Budget of \$23.0M.
- Succeeded in planning and effortless coordination of internal resources and third parties/vendors for the flawless execution of projects to ensure resource availability and allocation.
- Developed a detailed project plan to monitor and track progress and manage changes to the project scope, project schedule, and project costs using appropriate verification techniques.
- Monitored cash flow projections against the actual reports expediting variance to senior management regularly.
- Scoping all new projects and performing stakeholder analysis and mapping, identifying potential project impacts/risks in collaboration with the technical teams.

ADDITIONAL EXPERIENCE

- **SENIOR ACCOUNTANT – Five Forty Aviation Kenya Limited (Fly540) | 2011 - 2014**
- **FINANCE OFFICER – Segera Limited | 2010 – 2010**
- **CHIEF ACCOUNTANT – Nanyuki Cottage Hospital | 2003 – 2009**
- **DEPUTY CHIEF ACCOUNTANT – Alliance Naro Moru River Lodge | 1999 – 2003**

EXTRA-CURRICULAR ACHIEVEMENTS

PROJECT CO-ORDINATOR – Murang'a Phoenix Youth Academy | 2012 – Present

- Leading a team of over 10 volunteers with a 200+ football club who have successfully competed in the Safaricom Dimba Derby holding 1st position in Murang'a county three years in a row.
- Leading successful fundraising campaigns that have seen a collection of over \$12000 in cash and sporting gear.

ADDITIONAL SKILLS

Operations Planning & Management | Financial Accounting | Project Management & Development | Audit & Assurance | Financial Management | Forensic Accounting | Financial Modeling | Contract Management | Inventory Control | Human Resource | Team Leadership | Budgeting & Forecasting | Market Research & Analysis | Strategic Planning | Business Development | Procurement & Logistics | Cash Flow Management | Risk Assessment | Training & Development | Process Improvement | Performance Management | Organizational Development | Relationship Development | B2B & B2C Management

REFEREES

Mr. Charles Maina Gitari

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Ms. Ruth Chebet

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