

CONFIDENTIAL BACKGROUND
SCREENING REPORT



Candidate's Name Emma Karanja

Report Status Final Report

SOW NO. 3065

Position Hired EABL

Screening Package EABL STANDARD PACKAGE

Reference NO. EABL-RQ-1630313345847-WG7V

Emma Karanja'S
PICTURE



IDENTITY

DESCRIPTION	DETAILS VERIFIED
Names	KARANJA EMMA WAIRIMU
ID No.	24041985
Date of Birth	6/26/1984 12:00:00 AM
Gender	FEMALE

COMMENTS

The candidate is a Kenyan citizen and is of legal employment age, her identity details i.e. names, date of birth and I.D No. concur with the records at the registrar of persons as authenticated against the Integrated Population Registration System Database

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EDUCATION

DESCRIPTION		DETAILS PROVIDED	DETAILS VERIFIED	MATCH	NO MATCH
	Institution Name	UNITED STATES INTERNATIONAL UNIVERSITY	UNITED STATES INTERNATIONAL UNIVERSITY	✓	
	Years	17 APRIL 2021	17/April/2021	✓	
HIGHEST EDUCATION	Course	BACHELOR OF SCIENCE	BACHELOR OF SCIENCE	✓	
	Specialization	INTERNATIONAL BUSINESS ADMINISTRATION	INTERNATIONAL BUSINESS ADMINISTRATION	✓	
	Awards	N/A	N/A	✓	

COMMENTS

The Registrar’s Office confirmed that Emma Wairimu Karanja pursued a course in Bachelor of Science in International Business Administration and graduated on 17th April 2021. The certificate provided by the candidate was confirmed to be authentic and is a true copy from the institution as of 1st September 2021.

DESCRIPTION		DETAILS PROVIDED	DETAILS VERIFIED	MATCH	NO MATCH
	Institution Name	NAIROBI AVIATION COLLEGE	NAIROBI AVIATION COLLEGE	✓	
	Years	17 NOVEMBER 2007	17/November/2007	✓	
HIGHEST EDUCATION	Course	DIPLOMA IN SALES AND MARKETING	DIPLOMA IN SALES AND MARKETING	✓	
	Specialization	SALES AND MARKETING	SALES AND MARKETING	✓	
	Awards	CREDIT	CREDIT	✓	

COMMENTS

Nancy Kimeu, the Principal, confirmed that Emma Wairimu Karanja completed a Diploma in Sales and Marketing course and graduated on 17th November 2007 with a Credit. The certificate presented by the candidate was confirmed to be authentic and is a true copy of the original from the institution as of 6th September 2021.

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PROFESSIONAL QUALIFICATION

DESCRIPTION	BODY	REGISTRATION DATE	MEMBERSHIP NUMBER	STATUS	CERTIFICATE
Professional Membership	N/A	-	N/A	NON ACTIVE	

COMMENTS

Emma Wairimu Karanja does not appear to have any professional membership as per her resume.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	Organization	SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	Organization	SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	✓	
	Years	FEB 2021 - DATE; NOV - APR 2020	Years	1 FEB 2021 - 31 JUL 2021		✓
	Position	TRADE DEVELOPMENT REPRESENTATIVE; PERFORMANCE ANALYST/ MARKETING COORDINATOR	Position	TRADE DEVELOPMENT REPRESENTATIVE	✓	
	Reason for Leaving	CURRENTLY EMPLOYED	Reason for Leaving	ABSORBED INTO EABL		✓

COMMENTS

Sheerlogic (EABL).

Erastus Musundi, the KBL Site Manager, confirmed that Emma Karanja was employed from 28th October 2019 to 27th April 2020 as a Performance Analyst and 1st February 2021 to 31st July 2021 as a trade Development Representative. She had no disciplinary cases and got absorbed into EABL.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
	Organization	TATA AFRICA HOKDINGS K LTD	Organization	TATA AFRICA HOLDINGS	✓	
	Years	MAY - AUG 2019	Years	1 MAY 2019 - 31 JUL 2019	✓	
TATA AFRICA HOLDINGS	Position	CUSTOMER CARE EXECUTIVE (MATERNITY LEAVE COVER)	Position	CUSTOMER CARE	✓	
	Reason for Leaving	NOT PROVIDED	Reason for Leaving	SHE RESIGNED FOR A BETTER JOB		✓

COMMENTS

Tata Africa Holdings Ltd.

Sreekumar K. M., the Service Manager, confirmed that Emma Wairimu Karanja was employed as Customer Care from 1st May 2019 to 31st July 2019. She served a notice period and resigned after getting a better job. She returned work-assigned tools, did not owe the company money and was not involved in fraud. Sreekumar would rehire Rosemary and described her as having worked with them well.

Duties, roles and responsibilities

- ✓ Customer calling, for marketing
- ✓ PSF calls

Level of supervision required

- ✓ Direct/ close supervision.

Contributions to the organization or any outstanding achievements

- ✓ N/A.

Response to stressful situations and working within deadlines

- ✓ She handled it well.

Relating with others (customers, co-workers, supervisors)

- ✓ Very good.

Overall work performance rate and job knowledge compared to others on the job

- ✓ Good.

Any promotions

- ✓ None.

Candidate’s strengths

- ✓ Communication skills.

Areas of improvement

- ✓ Control shifting jobs within short periods.

Brief description of the candidate in relation to:

Trustworthiness	Very good
Dependability/ reliability	Good
Taking Initiative	Very good
Communication skills (Verbal/ written)	Excellent
Time management	Good
Ability to make sound and timely decisions	Good
Adaptability to change	Very good
Professionalism	Very good

Any disciplinary issues

- ✓ None.

Any engagement in misconduct resulting in financial losses to the organization

- ✓ None.

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SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	Organization	DIAGEO (EABL)	Organization	SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	✓	
	Years	JAN - APR 2019	Years	28 OCT 2019 - 27 APR 2020		✓
	Position	INTERN BEER SHOPPER - CUSTOMER MARKETING	Position	PERFORMANCE ANALYST		✓
	Reason for Leaving	NOT PROVIDED	Reason for Leaving	ABSORBED INTO EABL		✓

COMMENTS

Sheerlogic (EABL).

Erastus Musundi, the KBL Site Manager, confirmed that Emma Karanja was employed from 28th October 2019 to 27th April 2020 as a Performance Analyst and 1st February 2021 to 31st July 2021 as a trade Development Representative. She had no disciplinary cases and got absorbed into EABL.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
AL FUTTAIN MOTORS, TOYOTA, UAE	Organization	AL FUTTAIN MOTORS, TOYOTA, UAE	Organization	AL FUTTAIN MOTORS, TOYOTA, UAE	✓	
	Years	APR 2013 - AUG 2017	Years	15 APR 2013 - 3 AUG 2017	✓	
	Position	CUSTOMER RELATIONS EXECUTIVE	Position	CALL CENTRE AGENT	✓	
	Reason for Leaving	NOT PROVIDED	Reason for Leaving	RESIGNED FOR PERSONAL REASONS	✓	

COMMENTS

Al Futtain Motors.

Rasheeda Hamza, the HR Analyst – Off Boarding, confirmed that Emma Karanja (employee ID 130279) was employed from 15th April 2013 to 3rd August 2017 as a Call Centre Agent. She reported to Rania Zein El Abdin Abdel Monem. She resigned for personal reasons. Ex-employees would be considered for re-hire after completion of 1 year from the last working month (terms and conditions apply with Management discretion).

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EMPLOYEMENTTENURE

EMPLOYEMENT TENURE			
Company	Position	Period	Reason for Leaving
SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	TRADE DEVELOPMENT REPRESENTATIVE	1 FEB 2021 - 31 JUL 2021	ABSORBED INTO EABL
TATA AFRICA HOLDINGS	CUSTOMER CARE	1 MAY 2019 - 31 JUL 2019	SHE RESIGNED FOR A BETTER JOB
SHEERLOGIC MANAGEMENT CONSULTANTS (EABL)	PERFORMANCE ANALYST	28 OCT 2019 - 27 APR 2020	ABSORBED INTO EABL
AL FUTTAIN MOTORS, TOYOTA, UAE	CALL CENTRE AGENT	15 APR 2013 - 3 AUG 2017	RESIGNED FOR PERSONAL REASONS

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GAP IDENTIFICATIONAND ANALYSIS

Name	From	To	Comments
EMPLOYMENT GAP 1	-	-	Emma Wairimu Karanja has no employment gaps as she has been employed from May 2021 when she graduated till date at Sheerlogic Management (EABL).

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CREDIT INFORMATIONCHECK

DESCRIPTION	COMMENTS			
Credit Report	0 open loan accounts 3 closed loan accounts.			
Open loan accounts				
<i>Institution</i>	Type of Loan	<i>Total Amount</i>	<i>Balance Amount</i>	<i>Amount & Days</i>
Closed loan accounts				
<i>Institution</i>	Type of Loan	<i>Total Amount</i>	<i>Balance Amount</i>	<i>Amount & Days</i>
FULIZA M-PESA	OVERDRAFT	KES. 1,440	KES 0	KES 0
FULIZA M-PESA	OVERDRAFT	KES. 753	KES 0	KES 0
FULIZA M-PESA	OVERDRAFT	KES. 1,270	KES 0	KES 0

COMMENTS

As of 2nd September 2021, Emma Karanja Wairimu has no open loan accounts.

Emma Karanja Wairimu also has 3 closed loan accounts which amounted to **KES 3,465** which were fully serviced as stipulated above.

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NATIONAL CRIMINAL DATABASE SEARCH

NAME	IDENTITY NUMBER	POLICE CLEARANCE REFERENCE NUMBER	STATUS
EMMA WAIRIMU KARANJA	24041985	-	NO REPORTED OFFENSES

COMMENTS

Emma Wairimu Karanja of Identity Number 24041985 has been searched in the Criminal Records Office database and has no known criminal record or results of Trial as confirmed by the Directorate of Criminal Investigations on 31st August 2021.

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SOCIAL MEDIA

DESCRIPTION	ADVERSE STATUS	SOCIAL MEDIA HANDLE	COMMENTS
TWITTER	NO ADVERSE MENTION FOUND	-	
FACEBOOK	NO ADVERSE MENTION FOUND	-	
GOOGLE SEARCH	NO ADVERSE MENTION FOUND	N/A	
LINKEDIN PROFILE	NO ADVERSE MENTION FOUND	HTTPS://WWW.LINKEDIN.COM/IN/EMMA-KARANJA-0B3341151/?ORIGINALSUBDOMAIN=KE	

GOOGLE SEARCH Photographic Evidence

GOOGLE SEARCH Comments

Following a thorough search using names, phone number and email address, Emma Wairimu Karanja's Google Search has no record of adverse information.

LINKEDINPROFILE Photographic Evidence

LINKEDINPROFILE Comments

Following a thorough search using names, phone number and email address, Emma Wairimu Karanja's LinkedIn Profile has no record of adverse information.

TWITTERPhotographic Evidence

TWITTERComments

Following a thorough search using names, phone number and email address, Emma Wairimu Karanja does not appear to have a Twitter account.

FACEBOOK Photographic Evidence

FACEBOOK Comments

Following a thorough search using names, phone number and email address, Emma Wairimu Karanja does not appear to have a Facebook account.