CONFIDENTIAL BACKGROUND SCREENING REPORT



Candidate's Name	Emily Omondi
SOW NO.	3041
Screening Package	EABL STANDARD PACKAGE

Report Status	Final Report
Position Hired	EABL
Reference NO.	EABL-RQ-1628694685803- X4V8



IDENTITY

DESCRIPTION	DETAILS VERIFIED
Names	OMONDI EMILLY ACHIENG
ID No.	33062930
Date of Birth	7/29/1996 12:00:00 AM
Gender	FEMALE

COMMENTS

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EDUCATION

DESCRIPTION		DETAILS PROVIDED	DETAILS VERIFIED	MATCH	NO MATCH
	Institution Name	MASINDE MULIRO UNIVERSITY OF SCIENCE AND TECHNOLOGY	MASINDE MULIRO UNIVERSITY OF SCIENCE AND TECHNOLOGY		
	Years	14 DECEMBER 2018	14/December/2018	✓	
HIGHEST	Course	BACHELOR OF SCIENCE	BACHELOR OF SCIENCE	~	
EDUCATION	Specialization	MECHANICAL AND INDUSTRIAL ENGINEERING	MECHANICAL AND INDUSTRIAL ENGINEERING	✓	
	Awards	SECOND CLASS HONOURS (UPPER DIVISION)	SECOND CLASS HONOURS (UPPER DIVISION)	✓	

COMMENTS

Prof. Thomas Sakwa, Ag. Registrar (Academic Affairs) confirmed that Emily Acheing Omondi is an alumna of Masinde Muliro University of Science and Technology (MMUST). She pursued a programme in Bachelor of Science in Mechanical Industrial Engineering. She successfully completed the programme and graduated during the 13th Congregation held on 14th December 2018

The certificate number 13 1082 was confirmed to be authentic

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PROFESSIONAL QUALIFICATION

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

COMMENTS

Emily Achieng Omondi appears not to have a professional membership as per resume

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DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
	Organization	SANERGY LIMITED	Organization	SANERGY LIMITED	✓	
	Years	JAN 2021 - TO DATE	Years	JAN 2021 - TO DATE	✓	
SANERGY LIMITED	Position	ASSISTANCE MAINTENANCE MANAGER	Position	ASSISTANT MAINTENANCE MANAGER	✓	
	Reason for Leaving	CURRENTLY EMPLOYED AT THE COMPANY	Reason for Leaving	CURRENTLY EMPLOYED AT THE COMPANY	✓	

COMMENTS

Sanergy Limited

The candidate is currently working at Sanergy Limited hence background check was not conducted to avoid jeopardizing the candidate's current employment. Background checks to be conducted upon request once candidate has resigned.

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DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
	Organization	KALUWORKS LIMITED	Organization	KALUWORKS LIMITED	✓	
KALUWORKS	Years	NOV 2017 - JAN 2018	Years	NOV 2017 - JAN 2018	✓	
LIMITED	Position	INTERN	Position	ATTACHE		✓
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	NOT PROVIDED BY THE SUPERVISOR	✓	

COMMENTS

Kaluworks Limited

Purity Obanda, Supervisor confirmed that Emily was attached at Kaluworks Limited in the Mechanical Department from November 2017 to January 2018

Duties and Responsibilities

- ✓ Execution of PM and breakdown maintenance activities.
- ✓ Condition monitoring of plant equipment.
- ✓ Checking inventory of spares.

Any disciplinary cases

✓ They had no disciplinary cases that involved her

General opinion

✓ She was a hardworking individual who was always seek avenues to learn and better her skills as well as being hands on.

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DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		МАТСН	NO MATCH
	Organization	WEST KENYA SUGAR COMPANY LIMITED	Organization	WEST KENYA SUGAR COMPANY LIMITED	✓	
WEST KENYA SUGAR COMPANY	Years	MAR 2017 - MAY 2017	Years	MAR 2017 - MAY 2017	✓	
LIMITED	Position	INTERN	Position	INTERN	✓	
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	END OF INTERNSHIP PERIOD		✓

COMMENTS

West Kenya Sugar Company Limited

Thaddeus Wafula, Production Manager confirmed that Emily Achieng Omondi interned in the Maintenance- Mechanical Department from March 2017 to May 2017 when she completed her internship period.

Emily served notice and submitted the requested report; she returned the company assigned work tools and she did not owe the company any money

Thaddeus would recommend Emily to rehired noting that she would make a great fit in almost any maintenance set up

Duties and Responsibilities

- ✓ Participated in breakdown resolution, document keeping and planned maintenance activities.
- ✓ Also worked in the machine shop department to understand various tools and machines.

Level of supervision

✓ She required little to low supervision

Candidate's ability to learn and perform tasks assigned

- ✓ She was proactive and quickly adapted to new environment/knowledge.
- ✓ Willing to go an extra mile to understand concepts.

Punctuality and attendance

✓ Met expectations

How the candidate related with others

- ✓ She was respectful with great people skills
- ✓ A good team player

Candidate's overall work performance and job knowledge compared to others in the job

✓ Thaddeus stated that at that time, she was still a student and didn't have much knowledge when she went in. However, her inquisitiveness enabled her to understand the process really well.

Candidate's strength

- ✓ Adaptability
- ✓ Fast learning

Any disciplinary cases

✓ None

Any misconduct involving financial losses to the organization

✓ None

Whether the candidate completed her internship period

✓ Yes

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DESCRIPTION	DETAILS PROVIDED		DETAILS VER	MATCH	
	Organization	POWERSPOT PELLETIZERS KENYA	Organization	POWERSPOT PELLETIZERS KENYA	✓
POWERSPOT	Years	OCT 2018 - SEP 2020	Years	OCT 2018 - SEP 2020	✓
PELLETIZERS KENYA	Position	PRODUCTION/OPERATIONS TEAM LEAD/ENGINEER/INTERN	Position	INTERN/PRODUCTION TEAM LEAD	✓
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	SHE GOT A NEW JOB	

COMMENTS

Powerspot Pelletizers Kenya

Josh Kimathi, Head of Operations-Kenya confirmed that Emily Achieng Omondi worked from October 2018 to September 2020 when she got a new job. She began as an Intern and rose through the ranks to become the Production Team Lead on a full-time basis

Emily served notice, returned the company assigned work tools and she does not owe the company any money

Josh would definitely recommend Emily to be rehired noting that she genuinely had a positive attitude towards life. This helped her see the best out of even difficult situations. This attitude, coupled with her zeal for mechanical systems as well as solutions, prep her really well to execute her tasks. The proactive nature she had, forward thinking mindset and inter personal skills really would enable her perform in an exemplary manner.

Duties and Responsibilities

- \checkmark Her roles begun as an intern, learning the rails until she got promoted.
- ✓ She oversaw the construction, installation and commissioning of a sawdust pellets processing plant.
- \checkmark She got trained in equipment operation and maintenance before it was delegated to her.
- ✓ Her roles grew to cover resource allocation, production and planning so as to achieve production goals.

Level of supervision

✓ Emily operated with a degree of autonomy. This enabled her to work with little supervision as she easily grasped the urgency of tasks and would execute them.

Candidate's contribution to the organization or any outstanding achievements

- ✓ She actively researched on material properties of bagasse as an alternative to sawdust for pellet making.
- ✓ The company was facing a shortage in raw material due to the ban on logging. However, through her intervention they were able to substitute the raw material, allow machine modifications to suit the raw material and proceed with production.

Candidate's response to stressful situation & working within deadlines

- ✓ She coped rather well with stressful situations. Given the dynamic nature of startups,
- ✓ Josh stated that she was adaptable and easily mould to figure a way out.
- ✓ Her solution-oriented nature enabled progressive decisions.
- ✓ She communicated well, especially when faced with a block and unable to complete a task within the set deadline.

How the candidate related with others (Customers, co-workers and supervisors)

✓ She had great inter personal skills, was a great listener and would execute tasks given as per the instructions.

Candidate's overall performance and job knowledge compared to others in the job ✓ Given that she spent her early career years at Powerspot, she was mostly within her

- learning phase. Her eagerness to know more, going an extra mile to research extra, drove her to perform excellently at work.
- ✓ She was also quite knowledgeable.

Any Promotions

✓ Yes. She got promoted twice. From Intern to Mechanical Engineer then she transitioned to Production Team Leader.

Candidate's strengths

- ✓ Autonomy and Adaptability.
 ✓ Problem solving attitude
- ✓ Problem solving attitude.
- ✓ Team work/Great interpersonal skills.

Candidate's areas of improvement

- ✓ Delegation of tasks.
 ✓ Excel/ use of software/document management.
- Any disciplinary cases

✓ N/A

Description of the candidate in relation to;

Trustworthiness

Trustworthiness	Candidate was trustworthy	
Dependability/ reliability	She was reliable as she committed to h timelines.	
Taking Initiative	She was proactive and had a problem-so attitude.	
Communication skills (Verbal/ written)	She was able to communicate both forn and informally, in a respectful manne	
Time management	She could use some improvement, especially when it came multitasking.	
Ability to make sound and timely decisions	Yes, she was able to make decisions.	
Adaptability to change	Emily was a fast learner, who was able to things quickly.	
Professionalism	She had an admirable work ethic and showed in how she executed her dutie	

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The recommended searches provided on our website should not serve as legal advice for your background investigation. You should always seek legal advice from your attorney. The

EMPLOYEMENTTENURE

EMPLOYEMENT TENURE			
Company	Position	Period	Reason for Leaving
SANERGY LIMITED	ASSISTANT MAINTENANCE	JAN 2021 - TO	CURRENTLY EMPLOYED
	MANAGER	DATE	AT THE COMPANY
KALUWORKS LIMITED	ATTACHE	NOV 2017 - JAN 2018	NOT PROVIDED BY THE SUPERVISOR
WEST KENYA SUGAR	INTERN	MAR 2017 -	END OF INTERNSHIP
COMPANY LIMITED		MAY 2017	PERIOD
POWERSPOT	INTERN/PRODUCTION TEAM	OCT 2018 -	SHE GOT A NEW JOB
PELLETIZERS KENYA	LEAD	SEP 2020	

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GAP IDENTIFICATIONAND ANALYSIS

Name	From	То	Comments
NO EMPLOYMENT GAP	N/A	N/A	Emily Achieng Omondi does not have any employment gap period as she has been in employment since 14 th December 2018 when she graduated from Masinde Muliro University of Science and Technology

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CREDIT INFORMATION CHECK

DESCRIPTION	COMMENTS						
Credit Report	1 open loan accounts 9 closed loan accounts.						
Open loan accounts							
Institution	Type of Loan	Total Amount	Balance Amount	Amount & Days			
FULIZA M-PESA	OVERDRAFT	KES. 502	KES 502	KES 0			
Closed loan accounts							
Institution	Type of Loan	Total Amount	Balance Amount	Amount & Days			
FULIZA M-PESA	OVERDRAFT	KES. 518	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 4,500	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 4,500	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 4,500	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 4,500	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 2,000	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 4,000	KES 0	KES 0			
MSHWARI	MOBILE BANKING LOAN	KES. 4,500	KES 0	KES 0			
FULIZA M-PESA	OVERDRAFT	KES. 395	KES 0	KES 0			

COMMENTS

As of 23rd August 2021, Emily Omondi has 1 open Overdraft loan from Fuliza M-Pesa with a principal amount of KES 502. She is currently servicing the loan with installment amount sum of **KES 502** and worst arrears last 12 months of **2 Days** hence a total loan balance of **KES 502**.

Emily Omondi also has 9 closed loan accounts amounting to **KES 29,413** which she fully serviced as stipulated above

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NATIONAL CRIMINAL DATABASE SEARCH

NAME		POLICE CLEARANCE REFERENCE NUMBER	STATUS
EMILY ACHIENG OMONDI	33062930	-	NO REPORTED OFFENSES

COMMENTS

Emily Achieng Omondi of Identity Number 33062930 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 17th August 2021.

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SOCIAL MEDIA

DESCRIPTION	ADVERSE STATUS	SOCIAL MEDIA HANDLE	COMMENTS
FACEBOOK	NO ADVERSE MENTION FOUND	HTTPS://WWW.FACEBOOK.COM/NOIZMEKA	
TWITTER	NO ADVERSE MENTION FOUND	N/A	
LINKEDIN PROFILE	NO ADVERSE MENTION FOUND	HTTPS://WWW.LINKEDIN.COM/IN/EMILLY-ACHIENG-850A67144/? ORIGINALSUBDOMAIN=KE	
GOOGLE SEARCH	NO ADVERSE MENTION FOUND	N/A	

FACEBOOK Photographic Evidence

FACEBOOK Comments

Following a thorough search using names, phone number and email address, Achieng Emily 's Facebook account has no record of adverse information.

LINKEDINPROFILE Photographic Evidence

LINKEDINPROFILE Comments

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

GOOGLE SEARCH Photographic Evidence

GOOGLE SEARCH Comments

Following a thorough search using names, phone number and email address, Emily Acheing Omondi's Google Search has no record of adverse information.

TWITTER Photographic Evidence **TWITTERComments** Following a thorough search using names, phone number and email address, Emily Achieng Omondi appears not to have a Twitter account