

CONFIDENTIAL BACKGROUND  
SCREENING REPORT



Candidate's Name	Lilian Mutua
SOW NO.	3805
Screening Package	EABL STANDARD PACKAGE

Report Status	Final Report
Position Hired	EABL
Reference NO.	EABL- RQ-1644848813784-5WKF



IDENTITY

DESCRIPTION	DETAILS VERIFIED
Candidate Names	LILIAN KARWIRWA MUTUA
Identity No.	29014195
Date of Birth	07/01/1991
Gender	FEMALE

COMMENTS

The candidate is a Kenyan citizen and is of legal employment age, her identity details i.e. name, 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
HIGHEST EDUCATION	Institution Name	NATIONAL YOUTH SERVICE	NATIONAL YOUTH SERVICE	✓	
	Years	1 NOVEMBER 2014	01/November/2014	✓	
	Course	DIPLOMA IN MECHANICAL ENGINEERING	DIPLOMA IN MECHANICAL ENGINEERING	✓	
	Specialization	MECHANICAL ENGINEERING	MECHANICAL ENGINEERING	✓	
	Awards	PASS	PASS	✓	

## COMMENTS

Carren Awiti, the Examination Officer, NYS Engineering Institute, confirmed that Lilian Mutua completed her November 2014 KNEC Examinations for a Diploma in Mechanical Engineering and was awarded a Pass. The certificate provided was confirmed to be a true copy of the original on 18<sup>th</sup> February 2022.

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PROFESSIONAL QUALIFICATION

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

COMMENTS

Lilian Karwirwa Mutua 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
	Organization	BEIEESDORF EAST AFRICA	Organization	BEIEESDORF EAST AFRICA	✓	
	Years	SEPT 2021 - DATE	Years	SEPT 2021 - DATE	✓	
BEIEESDORF EAST AFRICA	Position	MACHINE OPERATOR/ TECHNICIAN	Position	MACHINE OPERATOR/ TECHNICIAN	✓	
	Reason for Leaving	CURRENTLY EMPLOYED AT THE COMPANY	Reason for Leaving	CURRENTLY EMPLOYED AT THE COMPANY	✓	

## COMMENTS

The candidate is currently employed at Beiersdorf East Africa hence no attempt was made to contact the company to avoid jeopardizing the candidate's employment. Background checks to be conducted once the candidate has resigned; upon request.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
COSMOS PHARMACEUTICAL LTD	Organization	COSMOS PHARMACEUTICAL LTD	Organization	COSMOS PHARMACEUTICAL LTD	✓	
	Years	2018 - 2021	Years	16 APR 2018 - 28 FEB 2021	✓	
	Position	MACHINE OPERATOR	Position	MACHINE OPERATOR	✓	
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	SHE RESIGNED		✓

COMMENTS

Cosmos Pharmaceutical Ltd.

Jackson K. Mweni, the HR Manager, confirmed that Lilian Karwirwa was hired as a Machine Operator from 16<sup>th</sup> April 2018 to 28<sup>th</sup> February 2021 on contract basis. She resigned after serving a short notice before leaving. She returned company assigned tools and did not owe the company money. Jackson would rehire Lilian and described her as being good at what she did.

Brief description of duties of the position

- ✓ Machine operator; blister packing machines.

Level of supervision required

- ✓ Little to low supervision.

Contributions to the organization or any outstanding achievements

- ✓ She challenged male operators during her stay at Cosmos.

Response to stressful situations and working within deadlines

- ✓ She showed interest during her stay.
- ✓ She could also come out to explain herself in case of any query.

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

- ✓ Too cooperative to fellow workers and a lot of support to management (supervisors).

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

- ✓ She was competent in her work despite her gender.

Any promotions

- ✓ Yes.

Candidate’s strengths

- ✓ She showed an interest in all machines in Cosmos (packing department) where she worked.
- ✓ She also worked during night shifts despite her gender.
- ✓ She was also the only female operator in the department.

Areas of improvement

- ✓ For the days she worked, Jackson stated that she was of outstanding performance; and given a chance, she could do more.

Brief description of the candidate in relation to:

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

Any disciplinary issues

- ✓ No.

Any engagement in misconduct resulting in financial losses to the organization

- ✓ No.

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## EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
SUMAN SHAKTI	Organization	SUMAN SHAKTI	Organization	SUMAN SHAKTI	✓	
	Years	2015 - 2018	Years	2015; 4 JAN 2017 - 27 JUN 2017		✓
	Position	MAINTENANCE TECHNICIAN	Position	MECHANIC		✓
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	NOT PROVIDED BY THE EMPLOYER		✓

## COMMENTS

### Suman Shakti.

Alex Mulei confirmed that Lilian Mutua joined in 2015 but with different contracts, the last one being 4<sup>th</sup> January 2017 to 27<sup>th</sup> June 2017. She worked as a helper then later Mechanic under the Maintenance Department.

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## EMPLOYEMENTTENURE

EMPLOYEMENT TENURE			
Company	Position	Period	Reason for Leaving
BEIEESDORF EAST AFRICA	MACHINE OPERATOR/TECHNICIAN	SEPT 2021 - DATE	CURRENTLY EMPLOYED AT THE COMPANY
COSMOS PHARMACEUTICAL LTD	MACHINE OPERATOR	16 APR 2018 - 28 FEB 2021	SHE RESIGNED
SUMAN SHAKTI	MECHANIC	2015; 4 JAN 2017 - 27 JUN 2017	NOT PROVIDED BY THE EMPLOYER

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GAP IDENTIFICATIONAND ANALYSIS

Name	From	To	Comments
NO EMPLOYMENT GAP	-	-	Lilian Karwirwa has no employment gaps as she has been in employment for the past 7 years.

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## CREDIT INFORMATIONCHECK

DESCRIPTION	COMMENTS			
Credit Report	1 open loan accounts 0 closed loan accounts.			
Open loan accounts				
<i>Institution</i>	Type of Loan	<i>Total Amount</i>	<i>Balance Amount</i>	<i>Amount &amp; Days</i>
Closed loan accounts				
<i>Institution</i>	Type of Loan	<i>Total Amount</i>	<i>Balance Amount</i>	<i>Amount &amp; Days</i>
-	-	KES. 0	KES 0	KES 0

## COMMENTS

As of 18<sup>th</sup> February 2022, Lilian Karwirwa Mutua has no open loan accounts and no closed loan accounts.

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## NATIONAL CRIMINAL DATABASE SEARCH

NAME	IDENTITY NUMBER	POLICE CLEARANCE REFERENCE NUMBER	STATUS
LILIAN KARWIRWA MUTUA	29014195	-	NO REPORTED OFFENSES

## COMMENTS

Lilian Karwirwa Mutua of Identity Number 29014195 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 15th February 2022.

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## SOCIAL MEDIA

DESCRIPTION	ADVERSE STATUS	SOCIAL MEDIA HANDLE	COMMENTS
TWITTER	NO ADVERSE MENTION FOUND	-	
GOOGLE SEARCH	NO ADVERSE MENTION FOUND	N/A	
FACEBOOK	NO ADVERSE MENTION FOUND	<a href="https://www.facebook.com/people/LILIAN-KARWIRWA/100069513612029/">HTTPS://WWW.FACEBOOK.COM/PEOPLE/LILIAN-KARWIRWA/100069513612029/</a>	
LINKEDIN	NO ADVERSE MENTION FOUND	<a href="https://www.linkedin.com/in/LILIAN-KARWIRWA-70A388185">HTTPS://WWW.LINKEDIN.COM/IN/LILIAN-KARWIRWA-70A388185</a>	



## **GOOGLE SEARCH Photographic Evidence**

### **GOOGLE SEARCH Comments**

Following a thorough search using names, phone number and email address, Lilian Karwirwa Mutua's Google search has no record of adverse information.

## **FACEBOOK Photographic Evidence**

### **FACEBOOK Comments**

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

## **LINKEDIN Photographic Evidence**

### **LINKEDIN Comments**

Following a thorough search using names, phone number and email address, Lilian Karwirwa Mutua's LinkedIn account has no record of adverse information.



## **TWITTER Photographic Evidence**

### **TWITTER Comments**

Following a thorough search using names, phone number and email address Lilian Karwirwa Mutua does not appear to have a Twitter account.