

CONFIDENTIAL BACKGROUND  
SCREENING REPORT



Candidate's Name	SuwilANJI Ng'ambi
SOW NO.	4584
Screening Package	EABL STANDARD PACKAGE

Report Status	Final Report
Position Hired	EABL
Reference NO.	EABL-RQ-1676372246872-AGMG



IDENTITY

DESCRIPTION	DETAILS VERIFIED
Candidate Names	
Identity No.	
Date of Birth	
Gender	

COMMENTS

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EDUCATION

DESCRIPTION		DETAILS PROVIDED	DETAILS VERIFIED	MATCH	NO MATCH
HIGHEST EDUCATION	Institution Name	THE UNIVERSITY OF ZAMBIA	THE UNIVERSITY OF ZAMBIA	✓	
	Years	13 AUGUST 2010	13/August/2010	✓	
	Course	BACHELOR OF ARTS	BACHELOR OF ARTS	✓	
	Specialization	LIBRARY AND INFORMATION STUDIES	LIBRARY AND INFORMATION STUDIES	✓	
	Awards	N/A	N/A	✓	

COMMENTS

Godfrey Nyirenda, Customer Relations confirmed that Ngambi Suwilanji was awarded Bachelor of Arts with Library and Information Studies degree during a graduation ceremony held on 13<sup>th</sup> August 2010.

DESCRIPTION		DETAILS PROVIDED	DETAILS VERIFIED	MATCH	NO MATCH
HIGHEST EDUCATION	Institution Name	ALLIANCE FRANCAISE	ALLIANCE FRANCAISE	✓	
	Years	27 OCTOBER 2010	27/October/2010	✓	
	Course	DIPLOMA IN FRENCH LANGUAGE STUDIES	DIPLOMA IN FRENCH LANGUAGE STUDIES	✓	
	Specialization	FRENCH LANGUAGE STUDIES	FRENCH LANGUAGE STUDIES	✓	
	Awards	N/A	N/A	✓	

COMMENTS

Mwape Kalumba the Secretary confirmed that Suwilanji Ng’ambi registered for and succeeded at the DELF B2 French language certification examination in June 2010. The certificate was confirmed to be authentic on 23<sup>rd</sup> February 2023.

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PROFESSIONAL QUALIFICATION

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

COMMENTS

Ngambi Suwilanji Mpoli has no professional Membership as per her resume.

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## EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
EDRINGTON	Organization	EDRINGTON	Organization	EDRINGTON	✓	
	Years	JAN 2021- TO DATE	Years	JAN 2021- TO DATE	✓	
	Position	CUSTOMER MARKETING MANAGER	Position	CUSTOMER MARKETING MANAGER	✓	
	Reason for Leaving	CURRENTLY EMPLOYED AT THE COMPANY	Reason for Leaving	CURRENTLY EMPLOYED AT THE COMPANY	✓	

## COMMENTS

### Edrington

The candidate is currently employed at Edrington; hence no attempt was made to contact the company to avoid jeopardizing their employment. Background check to be conducted once the candidate has resigned upon request.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
VICLAND DISTRIBUTORS LIMITED	Organization	VICLAND DISTRIBUTORS LIMITED	Organization	VICLAND DISTRIBUTORS LIMITED	✓	
	Years	FEB2016- MAY 2017	Years	FEB 2016-MAY 2017	✓	
	Position	MARKETING MANAGER ON-TRADE	Position	MARKETING MANAGER ON-TRADE	✓	
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	CAREER GROWTH		✓

COMMENTS

Vicland Distributors Limited

Barlow Nicole, Human Resource Manager confirmed that Suwilanji was a fulltime Marketing Manager On-Trade from February 2016 to May 2017. She left for career growth as she had reached the-highest position available in the company. She served notice and returned office assigned tools. Barlow would rehire her and she highly recommended her for employment as she would be a good addition to a team.

Brief description of duties of the position

- ✓ Customer Database management - Managing select On Trade Key accounts.
- ✓ Sales performance - Identified product listing opportunities in the outlets, redistributed overall volume target, tailored trade deals for selected accounts and she was in charge of sales growth in those accounts.
- ✓ Product distribution - creating and maintaining numeric distribution.
- ✓ Merchandised products in the outlets – share of shelf, brand presence and ensured proper placement of P.O.S.
- ✓ Relationship building - established sustainable business relationships with the outlet.

Level of supervision required

- ✓ Intermittent.

Any outstanding achievements

- ✓ Managed alcohol portfolio of Pernod Ricard and contributed to sales increase of Olmeca tequila by 50%.
- ✓ Built French sparkling and still wines through activations and tasting which contributed 5% of overall net sales revenue.
- ✓ Worked closely with the sales team and grew numeric distribution of premium wines by 20%.
- ✓ Organized the first ever Irish whiskey event with support from regional office which attracted over 500 targeted consumers of the brand; sales increased more than 200% compared to activation nights.
- ✓ Trained staff in top 10 restaurants on wines and received pouring contracts for their house wines in return.

Response to stressful situations and working within deadlines

- ✓ With her calm and firm nature, she worked well under pressure and would meet all her deadlines on time.

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

- ✓ She maintained a close relationship with the team and built lasting relationships with customers.

Overall work performance

- ✓ Excellent.

Any promotions

- ✓ None.

Candidate’s strengths

- ✓ Team Player with great leadership skills.
- ✓ Relationship management.
- ✓ Excellent communication skills.
- ✓ Self-awareness.

Areas of improvement

- ✓ None.

Brief description of the candidate in relation to:

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

Any disciplinary issues

- ✓ None.

Any engagement in misconduct resulting in financial losses to the organization

- ✓ None.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
COCA COLA BEVERAGES AFRICA	Organization	COCA COLA BEVERAGES AFRICA	Organization	COCA COLA BEVERAGES AFRICA	✓	
	Years	NOV 2017- APR 2020	Years	15TH NOV 2017- 31ST MAR 2020		✓
	Position	TRADE MARKETING MANAGER	Position	TRADE MARKETING MANAGER	✓	
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	RETRENCHMENT		✓

COMMENTS

Coca Cola Beverages Africa

Miriam Kabandana Kibaya, HR Services and Rewards Manager confirmed that Suwilanji was a fulltime Trade Marketing Manager from 15<sup>th</sup> November 2017 to 31<sup>st</sup> March 2020 when she left after retrenchment due to a business decision to exit Adjacent Business products which she was directly responsible for. She left on a good note. She was highly commendable. She returned company assigned tools and does not owe the company any money. Miriam would rehire the her as she was a good resource, she had good experience in the alcoholic beverages field, she was hard working, sociable, flexible and hardworking.

Brief description of duties of the position

- ✓ Developed annual trade marketing plans.
- ✓ Executed brand building activities.
- ✓ Briefed and followed through local and external agencies on (below the Line) BTL activities for implementation & tracking.
- ✓ Performed field visits to get first hand market insights, Control BTL Budget and sales forecast, etc.

Level of supervision required

- ✓ Little or low supervision.

Any outstanding achievements

- ✓ Good brand presence & visibility of Campari products in the trade.

Response to stressful situations and working within deadlines

- ✓ Suwilanji responded positively while maintaining calm during stressful situations and also worked well within the set deadlines to meet the goals, adjacent was a new category to the Business.

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

- ✓ She was very collaborative and social.

Overall work performance

- ✓ She was best suited for the role at that time with marketing expertise for the brands that she was handling.

Any promotions

- ✓ No.

Candidate’s strengths

- ✓ People management skills & maintaining good relationships with coworkers & customers.
- ✓ Ability to consult with Leadership and stakeholders to identify & analyze business issues.
- ✓ Ability to influence key decisions.
- ✓ Balance risk with results.

Areas of improvement

- ✓ N/A.

Brief description of the candidate in relation to:

Trustworthiness	She was trustworthy with internal bus plans & with her direct reports
Dependability/ reliability	Highly dependable on delivering her K self-supervised
Taking Initiative	She demonstrated taking initiative & activities while she was work alone an lean team.
Communication skills (Verbal/ written)	She had excellent communication sk
Time management	She was good at keeping time for mee appointments
Ability to make sound and timely decisions	She always did since she was the lea person.
Adaptability to change	Very adaptable
Professionalism	She was professional and with good co

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
INTERNATIONS KAMPALA	Organization	INTERNATIONS KAMPALA	Organization	INTERNATIONS KAMPALA	✓	
	Years	MAY 2014-OCT 2016	Years	MAY 2014- SEP 2016		✓
	Position	AMBASSADOR	Position	AMBASSADOR	✓	
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	LEFT AFTER GETTING A BETTER OPPORTUNITY AND GROWTH FOR HER CAREER		✓

COMMENTS

InterNations Kampala

Maunang Dave, Ambassador confirmed that Suwilanji was a fulltime Ambassador from May 2014 to September 2016 when she left after getting a better opportunity and growth for her career. She gave a three months prior notice. She returned company assigned tools and does not owe the company money. Dave would rehire her, he stated that he has never found a substitute to her all these years.

Brief description of duties of the position

Ambassadors are natural networkers, they’re responsible for organizing large, monthly events for the whole community. From fancy meet and greets to chilled outside terraces, Ambassadors love to bring people together, and receive a free membership upgrade for taking the lead as a volunteer. Ambassadors’ role in community;

- ✓ Lead the way; make an impact in the community by organizing and hosting monthly events. Bring the ideas to life with a team of like-minded international people.
- ✓ Build networks; Create meaningful connections with people from all over the world, as well as building personal network in the local community.
- ✓ Create a community; Getting started in a new country can seem daunting. InterNations Ambassadors create a welcoming community that helps expats feel at home abroad.
- ✓ Seize opportunities; From negotiation to public speaking, develop new skills with the support of their dedicated team at InterNations headquarters.

Level of supervision required

- ✓ Direct/Close supervision.

Any outstanding achievements

- ✓ The events that were organized during the period of her ambassadorship were the peak events amongst all the ambassador they had in that decade of time.

Response to stressful situations and working within deadlines

- ✓ She was an all-round and knew how to lead the community which had all different nationals.

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

- ✓ Excellent team leader and a friend.

Overall work performance

- ✓ 9/10.

Any promotions

- ✓ No.

Candidate’s strengths

- ✓ I can do it was her attitude forever.

Areas of improvement

- ✓ N/A.

Brief description of the candidate in relation to:

Trustworthiness	100%
Dependability/ reliability	100%
Taking Initiative	95%
Communication skills (Verbal/ written)	101%
Time management	101%
Ability to make sound and timely decisions	101%
Adaptability to change	100%
Professionalism	101%

Any disciplinary issues

- ✓ No.

Any engagement in misconduct resulting in financial losses to the organization

- ✓ N/A.

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EMPLOYMENT

DESCRIPTION	DETAILS PROVIDED		DETAILS VERIFIED		MATCH	NO MATCH
GRAYS UGANDA LIMITED	Organization	GRAYS UGANDA LIMITED	Organization	GRAYS UGANDA LIMITED	✓	
	Years	JUN 2017-NOV 2017	Years	JUN 2017- NOV 2017	✓	
	Position	CHANNEL SALES AND MARKETING MANAGER	Position	SALES AND MARKETING MANAGER	✓	
	Reason for Leaving	NOT PROVIDED BY THE CANDIDATE	Reason for Leaving	NOT PROVIDED BY THE EMPLOYER	✓	

COMMENTS

Grays Uganda Limited

Mr. Manilla, Former Business Development Director confirmed that Suwilanji was a fulltime Sales and Marketing Manager from June 2017 to November 2017. She served notice and left amicably. Mr. Manilla would rehire her if given a chance, he described her as a great team member who knew the market really well, her PR was top notch and the management was very satisfied with her work.

Level of supervision

✓ Minimal supervision.

Any contribution to the organization

✓ She managed to launch new brands in Uganda successfully.

Overall work performances

- ✓ 9/10, she would ensure that work was done on time.
- ✓ She taught and motivated her junior colleagues.

Areas of improvement

✓ N/A.

Any disciplinary issues

✓ No.

Any engagement in misconduct resulting in financial losses to the organization

✓ No.

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## EMPLOYEMENTTENURE

EMPLOYEMENT TENURE			
Company	Position	Period	Reason for Leaving
EDRINGTON	CUSTOMER MARKETING MANAGER	JAN 2021- TO DATE	CURRENTLY EMPLOYED AT THE COMPANY
VICLAND DISTRIBUTORS LIMITED	MARKETING MANAGER ON-TRADE	FEB 2016-MAY 2017	CAREER GROWTH
COCA COLA BEVERAGES AFRICA	TRADE MARKETING MANAGER	15TH NOV 2017- 31ST MAR 2020	RETRENCHMENT
INTERNATIONS KAMPALA	AMBASSADOR	MAY 2014- SEP 2016	LEFT AFTER GETTING A BETTER OPPORTUNITY AND GROWTH FOR HER CAREER
GRAYS UGANDA LIMITED	SALES AND MARKETING MANAGER	JUN 2017- NOV 2017	NOT PROVIDED BY THE EMPLOYER

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## GAP IDENTIFICATION AND ANALYSIS

Name	From	To	Comments
EMPLOYMENT GAP 1	APR 2020	JAN 2021	Ngambi Suwilanji Mpoli has an employment gap of 8 months and 3 Days, from when she left Coca Cola Beverages Africa in April 2020 to when she joined Edrington in January 2021. Ngambi Suwilanji Mpoli confirmed that she was pregnant when she left Coca Cola Beverages Africa and gave birth late June, so she was taking care of her son. She did an interview with Edrington in March 2020 while still at Coca Cola Beverages Africa with the Africa team but because of the pandemic she only got communication from them in October 2020.

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## CREDIT INFORMATIONCHECK

DESCRIPTION	COMMENTS			
Credit Report	1 open loan accounts 1 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>
N/A	N/A	KES. 0	KES 0	KES 0
N/A	N/A	KES. 0	KES 0	KES 0

## COMMENTS

As of 15<sup>th</sup> February 2023, Ngambi Suwilanji Mpoli has no open loan accounts or closed loan accounts as stipulated above.

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NATIONAL CRIMINAL DATABASE SEARCH

NAME	IDENTITY NUMBER	POLICE CLEARANCE REFERENCE NUMBER	STATUS
NGAMBI SUWILANJI MPOLI	10255485	-	NO REPORTED OFFENSES

COMMENTS

Ngambi Suwilanji Mpoli of Alien ID Number 10255485 has been searched in the Criminal Records Office database and has no known criminal record or results as confirmed by the Directorate of Criminal Investigations on 17th February 2023.

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## SOCIAL MEDIA

DESCRIPTION	ADVERSE STATUS	SOCIAL MEDIA HANDLE	COMMENTS
FACEBOOK	NO ADVERSE MENTION FOUND	<a href="https://www.facebook.com/suwilanjingambi.9">HTTPS://WWW.FACEBOOK.COM/SUWILANJI.NGAMBI.9</a>	
GOOGLE SEARCH	NO ADVERSE MENTION FOUND	NOT APPLICABLE	
LINKEDIN PROFILE	NO ADVERSE MENTION FOUND	<a href="https://www.linkedin.com/in/suwilanjingambi-a0024417/">HTTPS://WWW.LINKEDIN.COM/IN/SUWILANJI-NG-AMBI-A0024417/</a>	
TWITTER	NO ADVERSE MENTION FOUND	NOT APPLICABLE	

## **FACEBOOK Photographic Evidence**

### **FACEBOOK Comments**

Following a thorough search using names, phone number and email address, Ngambi Suwilanji Mpoli's Facebook Account has no record of Adverse mention



## **GOOGLE SEARCH Photographic Evidence**

### **GOOGLE SEARCH Comments**

Following a thorough search using names, phone number and email address, Ngambi Suwilanji Mpoli's Google Search has no record of Adverse mention.

## **LINKEDINPROFILE Photographic Evidence**

### **LINKEDINPROFILE Comments**

Following a thorough search using names, phone number and email address, Ngambi Suwilanji Mpoli's LinkedIn Profile has no record of Adverse mention.



## **TWITTER Photographic Evidence**

### **TWITTER Comments**

Following a thorough search using names, phone number and email address of Ngambi Suwilanji Mpoli, we could find her Twitter Account.