

ANGELLAH MORAAN NYASANI

Tel: +254 712 732 336 | Email: angellahnyasani@gmail.com | P.O. Box 2015, Kisii, Kenya

Accounting & Finance Specialist

Financial Reporting & Documentation | Bank Reconciliation | Accounting Software (ALCS & QuickBooks) | Statutory

Compliance & Tax Deduction | Invoice Management & Accounts Receivable | Petty Cash Management | Financial Data

Analysis (STATA & SPSS) | Accounts Payable & Supplier Payments | Monthly & Final Valuation Reporting | Microsoft Office Suite | Cash Flow Tracking & Reconciliation | Inventory & Materials Consumption Recording | Customer Account Reconciliation & Status Reporting | Financial Controls & Internal Audit Readiness | Document Preparation & Reporting

| Administrative Support

PROFESSIONAL SUMMARY

Results-driven accounting and finance professional with 4+ years of experience in financial reporting, statutory compliance, and transaction management. Skilled in invoice processing, bank reconciliations, accounts payable and receivable, and computerized accounting using ALCS and QuickBooks. Experienced in financial documentation, tax deduction compliance, and petty cash administration, ensuring accuracy, transparency, and regulatory adherence in dynamic finance environments. Highly adaptable and detail-oriented, with a proven ability to manage multiple financial tasks efficiently and support organizational goals through sound accounting practices and process optimization.

Career Strengths

- **Analytical Thinking & Problem-Solving:** Quick to identify and resolve financial discrepancies, ensuring accurate transaction postings and compliance with accounting standards.
- **Critical Thinking & Decision-Making:** Skilled in evaluating tax obligations and payment timelines, enabling timely, data-driven financial decisions that support operational efficiency.
- **Attention to Detail & Accuracy:** Highly meticulous in preparing invoices, receipts, and reconciliations, ensuring all financial records are error-free and audit-ready.
- **Team Collaboration & Leadership Skills:** Effective in working with cross-functional teams and supporting peers, fostering a productive and cooperative finance environment.
- **Communication Skills:** Clear and professional in preparing reports, issuing updates, and interacting with clients and suppliers to ensure smooth financial operations.
- **Time Management & Organization:** Efficient in managing daily accounting tasks and meeting statutory deadlines without compromising accuracy or quality.
- **Adaptability & Flexibility:** Able to adjust to regulatory changes, evolving financial procedures, and system updates while maintaining high performance.
- **Customer Service Orientation:** Attentive to client needs during payment processing, invoice issuance, and account updates, ensuring timely service and satisfaction.

PROFESSIONAL EXPERIENCE

Accountant | March 2023 - Present

Sun Flag Textile and Knitwear Limited, Nairobi, Kenya

Key Contributions

- Monitored organizational expenditures by tracking payments against approved budgets, reinforcing cost control and financial prudence.
- Recorded and reconciled daily customer and supplier transactions using the ALCS system, ensuring up-to-date ledgers and audit compliance.
- Administered cheque disbursements in strict adherence to internal policies, enhancing transparency and reducing financial risk exposure.
- Applied and deducted Withholding VAT and WHT from supplier payments, strengthening compliance with statutory tax obligations.
- Executed accurate remittance of statutory deductions including PAYE, NHIF, NSSF, and WHT, maintaining full regulatory compliance.

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- Conducted monthly bank reconciliations by investigating and resolving discrepancies, ensuring accuracy of cash flow reporting.
- Managed petty cash and staff imprests in line with financial procedures, improving documentation, accountability, and internal controls.
- Issued timely and accurate client invoices, supporting efficient revenue collection and strengthening the accounts receivable function.

Assistant Accountant | January 2020 – December 2022

Terry Star Limited, Nairobi, Kenya Key Contributions:

- Updated customer account ledgers by posting financial transactions promptly, improving financial communication and trust with stakeholders.
- Generated and distributed daily flash reports and realization summaries, providing management with real-time operational insights.
- Maintained accurate financial records and documentation (DSRs, PDFs), strengthening audit readiness and information traceability.
- Reconciled daily cash balances against transaction reports, ensuring consistency between physical cash and recorded data.
- Supported monthly financial reporting by compiling realization reports and sales data, enabling informed forecasting and budget planning.
- Monitored and recorded material consumption per production cycle, improving cost efficiency and inventory management.
- Prepared monthly valuation and realization reports, aligning internal reporting with strategic financial planning and compliance standards.

EDUCATION

Master of Business Administration (MBA) | 2024 – Present

Jomo Kenyatta University of Agriculture and Technology (JKUAT), Nairobi, Kenya

Bachelor of Economics and Statistics | 2015 – 2019

Southeastern Kenya University, Kitui, Kenya

PROFESSIONAL CERTIFICATIONS

- Certified Public Accountant (CPA) – Parts I, II, III - Kenya Accountants and Secretaries National Examinations Board | 2017 – 2021
- Certificate in STATA Analysis Package - In-Depth Researchers, Kenya | January – March 2019
- Certificate in Statistical Package for Social Sciences (SPSS) - In-Depth Researchers, Kenya | January – March 2019
- Certificate in QuickBooks Accounting Package - In-Depth Researchers, Kenya | January – March 2019

PROFESSIONAL MEMBERSHIP

-
- Member – Institute of Certified Public Accountants of Kenya (ICPAK)

LANGUAGES

-
- English – Proficient
 - Swahili – Proficient

REFERENCES

Caleb Nyangaresi Nyangari
Branch Manager, Family Bank
Tel: +254 720 577 702
Email: cnyangari@familybank.co.ke

Ongwenyi Juliet Mora
Director, Terry Star Limited
Tel: +254 790 502 066
Email: terrystarltd@gmail.com

P a g e |

Milly kithusi

Lynnet Mueni
Accountant- Sun Flag
Textile and Knitwear
Limited Tel: +254
727222937
Email:
lynnmueni8@gmail.com

REFERENCES

Accountant. Sun Flag Textile
and Knitwear Limited
Tel: +254 700552257
Email:
millykithusi@gmail.com

P a g e |

JAMHURI YA KENYA

REPUBLIC OF KENYA

SERIAL NUMBER 700862784

NUMBER 33503600

FULL NAME

NYASANI MORAAL ANGELLAH

DATE OF BIRTH

07.05.1996

SEX

FEMALE

DISTRICT OF BIRTH

BOMET CENTRAL

PLACE OF ISSUE

HDM KISII

DATE OF ISSUE

15.01.2018

ISSUE'S SIGN



CONTRACT

BORABU

LOCATION

BORABU

LOCATION

NYANSONGO

SUB LOCATION

KEGINA



PRINCIPAL REGISTRATION SIGN

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NYASANI<MORAAL ANGELLAH<<<<<<



60126

**JOMO KENYATTA UNIVERSITY
OF
AGRICULTURE AND TECHNOLOGY**

POST-GRADUATE ACADEMIC TRANSCRIPT

Name of Student: NYASANI ANGELAH MORA
Registration No. HDB311-C004-0778/2024
 School: SCHOOL OF BUSINESS AND ENTREPRENEURSHIP (SOBE)
 Course: MASTER OF BUSINESS ADMINISTRATION(MBA)
 Admission Year: 2024 Academic Year: 2023/2024
 Year of Study: FIRST YEAR

UNIT CODE	TITLE OF UNIT	UNIT(S)	GRADE
HCBA 3101	CONTEMPORARY MANAGEMENT	1	B
HCBA 3102	STATISTICS FOR BUSINESS	1	C
HCBA 3103	FINANCIAL ACCOUNTING	1	C
HCBA 3104	MARKETING MANAGEMENT	1	B
HCBA 3105	MANAGEMENT INFORMATION SYSTEMS	1	B
HCBA 3106	MANAGERIAL ECONOMICS	1	C
HCBA 3107	MANAGEMENT ACCOUNTING	1	C
HCBA 3108	FINANCIAL MANAGEMENT	1	B
HCBA 3109	HUMAN RESOURCE MANAGEMENT	1	A
HCBA 3110	STRATEGIC MANAGEMENT	1	C
HCBA 3111	INNOVATION AND CHANGE MANAGEMENT	1	B
HCBA 3112	BUSINESS RESEARCH METHODS	1	B

RECOMMENDATION: PASS. PROCEED TO SECOND YEAR OF STUDY

Key to Grading System:

- | | |
|---------|------------------|
| 70-100% | A (Excellent) |
| 60-69% | B (Good) |
| 50-59% | C (Satisfactory) |
| 0-49% | E (FAIL) |

NB: 1 Unit consists of 45 lecture hours equivalent
(3 practical hours or 2 tutorial hours are equivalent
to 1 lecture hour)

Signed _____



Date Issued 18/12/2024

This transcript is issued without any erasures or alterations.

Signed _____



Date Issued

**DEPUTY REGISTRAR
EXAMINATIONS**



EDUCATIONISM

SOUTH EASTERN KENYA UNIVERSITY

This is to certify that

Nyasani Moraa Angellah

having satisfied the requirements
for the award of the degree of the

Bachelor of Economics and Statistics

Second Class Honours (Upper Division)

was admitted to the degree
at a Congregation held at
this University on the

Twenty Seventh Day of June in the Year
Two Thousand and Nineteen



Gumaria

VICE-CHANCELLOR

Zwgs

DEPUTY VICE-CHANCELLOR
(ACADEMIC, RESEARCH AND STUDENT AFFAIRS)

J. M. Ongwenyi

REGISTRAR

(ACADEMIC AND STUDENT AFFAIRS)

Institute of Certified Public Accountants of Kenya
CPA Centre, Ruaraka, Thika Road.
P. O. Box 59983 – 00200 Nairobi, Kenya
Tel: (020) 2304226/7; 8068570/1
Mobile: (+254) 727531006 / 733856262 / 721469796
Fax: (020) 8562206
Drop in box no. 164 Revlon Professional Plaza



Our Ref: ICPAK/C&S/LGS/181012

Thursday, 3 July 2025

TO WHOM IT MAY CONCERN

RE:CPA NYASANI ANGELLAH MORAA-MEMBERSHIP NUMBER 32377

We wish to confirm that **CPA Nyasani Angellah Moraa, M/NO 32377** is a member of the Institute of Certified Public Accountants which is the professional accountancy body recognized by Law to regulate the accountancy profession in Kenya

Members of the Institute who are in good standing are required to adhere to the code of Ethics for Accountants, pay subscriptions on time and attain the required hours of continuous professional development training in each calendar year.

We confirm that **CPA Nyasani Angellah Moraa** is in good standing as of this date.

Kindly therefore accord the member the required assistance.

Yours Faithfully,

A handwritten signature in black ink, appearing to read 'Grace Kamau'.

CPA Dr. Grace Kamau
Chief Executive Officer

CA39387



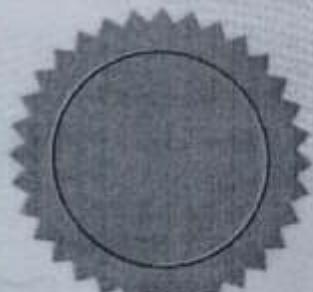
CAIII202113040505

This is to certify that
Angellah Moraal Nyasani

passed the
**Certified Public Accountants
Final Examination**

held in

May Two Thousand and Twenty One
having satisfied the examiners in all the prescribed papers



A handwritten signature over a horizontal line, identified as the Chairman's signature.

Chairman

A handwritten signature over a horizontal line, identified as the Member's signature.

Member

A handwritten signature over a horizontal line, identified as the Secretary's signature.

Secretary

Reg No. **NAC/271205**

CA53574



CAII201913040658

kasneb



*This is to certify that
Angellah Moraah Nyasani
passed the*

Certified Public Accountants Part II Examination

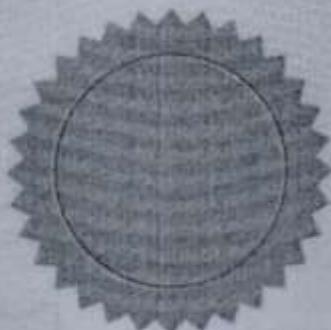
*held in
May Two Thousand and Nineteen
having satisfied the examiners in the following papers*

Section 3

Company Law
Financial Management
Financial Reporting

Section 4

Auditing and Assurance
Management Information Systems
Quantitative Analysis

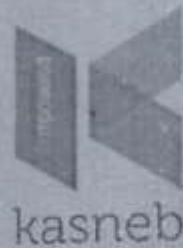


[Handwritten signature]

Secretary

Reg No. NAC/271205

CA67209



CAI201724721242

*This is to certify that
Angellah Mora Nyasani
passed the*

Certified Public Accountants Part I Examination

*held in
November Two Thousand and Seventeen
having satisfied the examiners in the following papers*

Section 1

Financial Accounting
Commercial Law
Entrepreneurship and Communication

Section 2

Economics
Management Accounting
Public Finance and Taxation

*Amulatili
Omany*

Reg. No. NAC/271205

CERTIFICATE NO:KRC/19/4118

KESAP RESEARCH CENTRE



In-depth Researchers

CERTIFICATE OF MERIT

This is to certify that

ANGELLAH MORAA NYASANI

Has Successfully Completed a course in

STATA

Statistical Packages for Data Analysis.

MARCH 2019

KESAP RESEARCH CENTRE
ORIGINAL

6.1 MAR 2019

P.O. Box 34462 - 00100, NAIROBI
DIRECTOR

Director



Senior Trainer

KESAP RESEARCH CENTRE



In-depth Researchers

CERTIFICATE OF MERIT

This is to certify that

ANGELLAH MORAA NYASANI

Has Successfully Completed a course in
Statistical Package for Social Science (SPSS)

MARCH 2019



Director



Senior Trainer

KESAP RESEARCH CENTRE



In-depth Researchers

CERTIFICATE OF MERIT

This is to certify that

ANGELLAH MORAA NYASANI

Has Successfully Completed a course in

QUICKBOOKS

An Accounting Package.

MARCH 2019

KESAP RESEARCH CENTRE
ORIGINAL
01 MAR 2019
P.O. Box 34402 - 00100, NAIROBI
DIRECTOR

Director



Senior Trainer

The Kenya National Examinations Council



KENYA CERTIFICATE OF SECONDARY EDUCATION

This is to certify that the candidate named below sat for the Kenya Certificate of Secondary Education examination in the subjects shown and attained the grades indicated.



NAME: NYASANI MORAANAGELLAH
BISHOP OKOTH GIRLS' MBAGA SECONDARY SCHOOL

F1 42705102/032

SUBJECT
101 ENGLISH
102 KISWAHILI
121 MATHEMATICS
231 BIOLOGY
233 CHEMISTRY
311 HISTORY AND GOVERNMENT
313 CHRISTIAN RELIGIOUS EDUCATION
565 BUSINESS STUDIES

GRADE
B (PLAIN)
B+ (PLUS)
B+ (PLUS)
B (PLAIN)
A
B+ (PLUS)
A- (MINUS)
A- (MINUS)

SUBJECTS NAMED EIGHT MEAN GRADE B+ (PLUS)
EXAMINATION OF YEAR 2014
PRINTED: 150925:06593616



Chief Executive Officer
Kenya National Examinations Council

This is a secure document using special paper and ink.
Please hold it up to the light to verify that the seal
KANAKA LA MITIASHA and the "ORIGINAL"
watermark cannot be seen through the paper.
Any valid watermark is legitimate.



Chairman
Kenya National Examinations Council

KCSE /14 1384273



One copy for records of issue

The Kenya National Examinations Council



KENYA CERTIFICATE OF PRIMARY EDUCATION
KCPE

This is to certify that the candidate named below sat for the **Kenya Certificate of Primary Education** examination and qualified for the award of this certificate. The candidate attained the subject grades shown below.

NAME: NYASANI MORAA ANGELAH
SCHOOL: ERONGE ADVENTIST

720115/092
720115

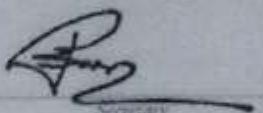
GRADE

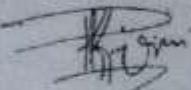
ENGLISH LANGUAGE
KISWAHILI
MATHEMATICS
SCIENCE
SOCIAL STUDIES AND RELIGIOUS EDUCATION

A- (MINUS)
A- (MINUS)
B+ (PLUS)
B- (MINUS)
A- (MINUS)

EXAMINATION OF 2010
PRINTED : 110815 : 11524143

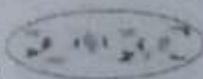



Secretary
Kenya National Examinations Council


Chairman
Kenya National Examinations Council

The certificate was issued without any alteration whatsoever. See overleaf for grades and mark interests.

KCPE /10 0679785



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