

CURRICULUM VITAE

PERSONAL INFORMATION:

NAME:	NATHAN LIGARI BUNGUSWA
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DOB:	14 TH MARCH 2003
NATIONALITY:	KENYAN
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RELIGION:	CHRISTIAN
MARITAL STATUS:	SINGLE

PROFILE/ CAREER OBJECTIVE:

I am a goal oriented, hardworking and dependable young man with excellent interpersonal skills who is ready to try new and challenging tasks. I am keen to details, which is inevitable in financial reporting in the accounting profession. Cognizant to the fact that technology is dynamic, I believe in further training and apprenticeship coupled with timely consultations to make sure that I am strongly grounded with relevant analytical skills.

EDUCATION AND TRAINING:

October 2021 – To date	Laikipia University <ul style="list-style-type: none">✓ Studying BCom (Accounting Option)✓ Fourth Year Semester Two✓ Expecting: Second Class Honours, Upper Division.
Dec 2024 – To date	Certified Public Accountant (CPA) KASNEB CPA Foundation
Jan 2017 – April. 2021	Makhukhuni Friends School March – April KNEC series KCSE Mean Grade B (plain)
Sept 2010 – Nov. 2016	Lukala “K” Primary School Class 3- Class 8 Nov – December KNEC series KCPE
May 2010 - Aug. 2010	Makale “K” Primary School Class 2
Jan 2007 - Apr. 2010	Lukala K’ Primary School ECDE to class 2

WORK/FIELD EXPERIENCE:

Period	Institution, Position, Duties, Responsibilities and Skills gained
July – 30 th August 2024	Institution: Malava Financial Service Association (FSA) <ul style="list-style-type: none">a) While a <i>Clerk at the Customer Service</i>, I<ul style="list-style-type: none">✓ Addressed customers’ inquiries and complains.✓ Provided information about the Sacco services and products.

	<ul style="list-style-type: none"> ✓ Arrange / organise office records. ✓ Filing documents and maintaining filing systems. ✓ Supporting other departments with clerical tasks as requested by my senior. <p>b) While serving as the Junior Accountant, I</p> <ul style="list-style-type: none"> ✓ Managed accurate accounts payable and receivables ✓ Performed Sacco daily accounts reconciliations (vouching). ✓ Maintained general ledger accounts. ✓ Approved members withdrawals and deposits. ✓ Ensured that all Sacco transactions were in compliance with the Sacco regulations and policies. ✓ Preparing loan repayment schedules. ✓ Assisted senior accountant to prepare financial records and statements. <p>Skills gained:</p> <ul style="list-style-type: none"> ➤ Proper record keeping. ➤ Effectively used the LOAN PERFORMER SOFTWARE ➤ Interpersonal skills ➤ Team work
August 2022	<p>Institution: IEBC.</p> <p>Position: Polling Clerk in the August 2022 Elections</p> <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> ➤ Voter verification ➤ Issuance of ballot papers ➤ Voter identification ➤ Vote tallying <p>Skills gained:</p> <ul style="list-style-type: none"> ➤ Listening skills ➤ Communication skills ➤ Preparing executable work plans ➤ Proper record keeping ➤ Report writing ➤ Time management. ➤ Conflict resolution mechanisms ➤ Public relations ➤ Team work

SPECIAL ACHIEVEMENTS:

As the school president while at Makhukhuni Friends School, I supported the teachers in maintaining high level of discipline in the school. I also successfully negotiated for the introduction of a compulsory discussion groups.

PERSONAL SKILLS:

Language:

- Understand, speak and write English, Kiswahili and Luhya.

Communication skills:

- Good communication skills that I have gained through training I am currently

undertaking at **Laikipia University**

Organization skills:

- Acquired through duties assigned to me while I was a polling clerk in the August 2022 general elections.

Job related skills:

- Ability to work in an unfamiliar and highly competitive environment(s).
- Fast learner and always open to criticism and new ideas.
- Easily socialize with people of all ages and status.
- Ability to communicate effectively (both spoken and written).
- Able to Multi-task.
- Accomplishing assignments on time.
- Team player with strong interpersonal and analytic skills.
- Believe in giving my best.
- Able to write reports

INTERESTS/HOBBIES:

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|--|----------------|
| ➤ Travelling. | ➤ Socializing. |
| ➤ Reading literature on mentorship, guiding and counselling and religion | |

REFEREES:

- 1) **Prof. S.P. Odhiambo**,
Professor of Accounting, Laikipia University,
P.O. BOX 1100-20300, NYAHURURU – KENYA.
Tel No: +254 711793228
Email address: sarahdolo@yahoo.com
- 2) **Mr. Edmond Kakai**
DoS, Makhukhuni Friends School,
P.O BOX 785-50205 WEBUYE-KENYA
Cell phone: 07211843085
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- 3) **Mr. Itto Mukhwana**
Branch Manager, Malava Financial Service Association (FSA)
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- 4) **Bishop Daniel Shokhunjira Burudi**,
Centre Leader, African Ministry of Healing,
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CERTIFICATION:

I **Nathan Ligari Bunguswa**, do certify that to the best of my knowledge and belief, this information is correct



Sign:.....

Date: ...14th February, 2025.....