

# Frank Onyango

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I am a detail-oriented finance professional with three years of experience in financial transaction processing, account reconciliation, and internal auditing. I have expertise in cash flow management, financial analysis, and regulatory compliance, with proficiency in Finacle Core banking system. My strong analytical and problem-solving skills enable me to ensure accuracy, efficiency, and fraud prevention in financial operations. I excel in customer service, cross-functional collaboration, and data-driven decision-making. Currently pursuing a Junior Data Analytics Certificate, I am keen on leveraging technology to enhance financial processes. I am seeking an accounting or finance role where I can apply my expertise to drive efficiency and business growth.

## SKILLS

- **Financial Transaction Processing:** Expertise in handling cash transactions, EFTs, cheque clearing, and fixed deposits with accuracy and compliance.
- **Accounting & Reconciliation:** Proficient in account reconciliations, financial reporting, and maintaining accurate records using **Finacle Core**.
- **Internal Audit & Risk Assessment:** Skilled in reviewing internal controls, conducting audits, and recommending improvements for compliance and efficiency.
- **Cash Flow & Asset Management:** Experienced in monitoring cash balances, securing financial assets, and ensuring adherence to authorized limits.
- **Regulatory Compliance:** Strong knowledge of banking policies, fraud prevention, and adherence to industry regulations.
- **Financial Analysis & Reporting:** Ability to track financial discrepancies, monitor revenue streams, and provide data-driven insights.
- **Customer Service & Relationship Management:** Excellent communication and problem-solving skills in resolving account issues and enhancing client satisfaction.
- **Audit Reporting & Investigations:** Skilled in preparing audit reports, conducting investigations, and ensuring compliance with audit recommendations.
- **Attention to Detail:** Strong ability to maintain accuracy in financial documentation and transaction processing.
- **Business Development & Cross-Selling:** Proficient in identifying customer needs and promoting banking products to drive revenue growth.

## PROFESSIONAL EXPERIENCE

### Engagement Team Intern

**ManyMangoes Limited** – Dubai, UAE(Remote)

Oct 2024 – Present

- Maintained and updated campaign data sheets to enhance data accuracy and workflow efficiency.
- Managed campaign tasks, ensuring timely execution of financial and operational activities.
- Leveraged AI tools for data validation and optimization of internal financial processes.
- Conducted final checks on data before uploads, ensuring quality control.

## **Customer Service Representative**

**African Banking Corporation Limited** – Nairobi, Kenya

2022 – Sept 2024

- Processed financial transactions, including receipts, payments, electronic fund transfers (EFTs), and cheque clearing, ensuring accuracy and compliance with financial regulations.
- Managed fixed deposit transactions, fund transfers, and account reconciliations while maintaining proper financial records.
- Ensured accurate cash flow management by maintaining cash balances within authorized limits and securing financial assets at the end of each day.
- Accurately recorded and reconciled transactions in the **Finacle Core** system, ensuring timely and error-free financial reporting.
- Verified and processed financial instruments, ensuring proper documentation, authorization, and compliance with internal controls.
- Monitored account balances and ensured proper approvals for transactions, preventing unauthorized overdrafts and financial discrepancies.
- Analyzed financial discrepancies, tracked customer transactions, and resolved account-related inquiries in collaboration with relevant departments.
- Ensured strict compliance with accounting standards, bank policies, and fraud prevention measures, as outlined in the Kenya Bankers Association Security Manual.
- Delivered high-quality financial services, maintaining efficiency in transaction processing and ensuring adherence to service level agreements.
- Assisted in financial analysis and reporting by providing insights on revenue streams, tracking commissions, and supporting financial decision-making.

## **INTERNAL AUDIT INTERN**

**Lake Victoria South Water Works Development Agency** – Kisumu, Kenya

Jan 2021 – Apr 2021

- Providing inputs for the update of policies and procedures for the Department;
- Developing individual audit engagement plan and ensure implementation;
- Reviewing and evaluating the system of internal controls, assess their adequacy, effectiveness and proposing recommendation for their improvement;
- Safeguarding the Board's assets by establishing appropriate means of verifying their existence, ownership and valuation;
- Preparing draft audit reports on completion of each audit engagement for review by the Senior Internal auditor;

- Assisting in establishing a follow up mechanism on recommendations received from all internal and external audits; and
- Undertaking special audit / investigations.

## **EDUCATION**

### **Bachelor of Business Administration (Accounting & IT)**

Maseno University | Graduated April 2021

### **Kenya Certificate of Secondary Education (KCSE)**

Maranda High School | November 2015

### **Junior Data Analytics Certificate (Ongoing)**

Coursera

## **REFEREES**

CPA Douglas Owiti Nyangidi

Principal Accountant Kenya Electricity Generating Company (KenGen) PLC

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