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|  | | VERA ORETI  P.O BOX 568-00200, NAIROBI, KENYA | |  | | | |
| PERSONAL DETAILS  Email:[vera.oreti@gmail.com](mailto:vera.oreti@gmail.com)  Mobile no:+254 716 654 086  Date of Birth: 28/10/1991  Languages spoken: English, Kiswahili & French | | |  | | | | |
| Career Objective: To integrate my knowledge in economics, finance, accounting, IT and communication in order to contribute to the growth and advancement of the organization as I learn and develop my skills and further my knowledge. | | | | | | | |
| Summary | * Good at learning new concepts quickly, working well under pressure, and communicating ideas clearly and effectively. * Extensive economics, finance and accounting training. Knowledge in statistics. * Extensive computer training. * Enthusiastic about travelling. | | | | | | |
| Education | Bachelor of Economics  University of Nairobi, Kenya. Starehe Girls Centre & School-KCSE Graduated high school. | | | | 2010-2014  2005-2008 | | |
| Professional Qualification | Certified Public Accountant (CPA-Finalist) KASNEB  **Certified Microsoft User,**  Starehe Girls Institute  Statistical Packages; R, Stata, SPSS, Gretl  University of Nairobi | | | | 2014  Feb 2009-Feb 2010  Feb-Apr 2014 | | |
| Work Experience | | | | | | | |
| Risk Consulting Associate, *KPMG* | * Worked as an associate in Risk Consulting. Working directly with senior consultants to advise various organizations on improving their internal control environment to improve the performance of the organization. Among organizations did consultancy work for include Alliance for Green Africa Revolution (AGRA), Phoenix of East Africa Assurance Ltd, GlaxoSmithKline, Trade Mark East Africa and NETFUND. | | | | | Sept 2014 to date | |
| Risk Consulting Intern, KPMG | * Worked directly with the Senior Associate of Enterprise Risk Management and assisted in developing ERM framework for Kenya pipeline. * Worked directly with the Partner for Risk Consulting and helped formulate and consolidate power-point presentations on ERM and internal audit. * Worked directly with the associates, managers and senior managers in Internal Audit, took part in the actual internal audit in 3 firms. | | | | | Oct 2012-Feb 2013 | |
| **Global Give Back Circle Intern**, *Kenya Community Development Foundation (KCDF)* | * Developed corporate reports for financial partners in the program * Was responsible for creation and maintenance of mentor-mentee databases of the Global Give Back Circle program * Organized for mentorship events for mentors * Organized workshops for girls in the program * Trained junior girls in the program from my previous workshops. | | | | | Oct 2011-June 2012 | |
| **Customer Care Assistant,** *General Motors East Africa* (GMEA) | * Handled After Sales Customers for the After Sales Department. * Helped customers to receive best after sales services. * Listened to customers complains and reported to management to solve and for better services. * Assisted in selling motor vehicle parts. | | | | | Feb 2010-Oct 2010 | |
| **Give Back & Community Service** | * Created a mentorship program for KCE (Kakenya Centre for Excellence) * Project Analyst and head of finance at ‘A Deeper Look into our Ecosystem’ (ADE)- An environmental project on proper waste management * Marketing and Strategic Manager at Hey Sister Get Clued-Up; a peer to peer website aimed at reaching African women on areas of financial empowerment, human rights, health and Social Media Intelligence. * Volunteered as an office assistant at Kenyatta National Hospital (April- September 2009) * Volunteered with St. Jude’s Medical Centre-Komarocks, Nairobi | | | | | | |
| **Achievements** | * Founding Partner of Circle Group Consulting * Marketing & Strategic Manager at Hey Sister Get Clued-Up * Treasurer, ECOSA (Economics Students Association)-2013/2014 * Resource Centre Captain, Starehe Girls Centre | | | | | | |
| **Memberships & Affiliations** | * Member of the Global Give Back Circle * Member of Hey Sister Get Clued-Up | | | | | | |
| **Workshops & Conferences** | * A speaker and a panelist at the ‘Women in Africa’ Conference in November 2013. * African International Business and Management Conference (AIBUMA)- Aug 2013 | | | | | | |
| Hobbies & Interests | * Community Service, travelling, Playing Volleyball & Badminton, Reading, Watching movies, listening to music. | | | | | |
| **REFEREES** | | | | | | | |
| Phares Chege,  Head of Internal Audit,  Higher Education Loans Board.  [pchege@helb.co.ke](mailto:pchege@helb.co.ke) | | Catherine Kiganjo,  Programme Officer,  KCDF.  [Catherine.kiganjo@kcdf.or.ke](mailto:Catherine.kiganjo@kcdf.or.ke) | | Japheth Awiti  Lecturer,  University of Nairobi.  [awitijapheth@gmail.com](mailto:awitijapheth@gmail.com) | | | |