

The African Academy of Sciences
P. O. Box 24916 - 00502, Nairobi,
Kenya

28 June 2016

Dear Sir/Madam;

RE: APPLICATION FOR POSITION OF BUSINESS DEVELOPMENT MANAGER AAS/16/GA/002

I have followed the development of the GFGP¹ over the last one year with great interest and anticipation and was most excited when the Business Development Manager position came up in the local press. It is therefore with great eagerness that I express my interest to be considered for this position and to contribute and be part of this much needed, exciting and ground breaking initiative.

I am a Kenyan woman, holder of a Bachelor of Commerce (accounting option) degree from the University of Nairobi, Certified Public Accountant CPA (K) Member No.8994 and trained in Project and Program Management at the RIPA Institute UK in year 2011. I completed my Master's Degree course work at ESAMI and I am currently writing my thesis.

I have extensive experience in Financial Management having worked my way through all aspects of Financial, Accounting and Grant Management in local NGOs (including but not limited to FOCUS, NCKK, Tear fund - UK), an International Public Sector Body (EAC) and a Regional Private Sector Organisation (EABC) where I was the lead person in receiving and managing grants from a wide range of donors including AfDB, ACBF, EU, GIZ, TMEA, DFID, USAID, SIDA, Irish Aid and various other European Governments. This experience acquired over 17 years is at the level of practical and hands on daily operations, management and team leadership as well as on a technical advisory, capacity building and consulting level.

With regards to audit experience, I have prepared and led the engagement with external auditors for statutory audits and for specific donor audits carried out by local and international accounting firms including those in the big four such as KPMG and Deloitte. At the EAC I was part of the lead team that would ensure audit preparations were in place, and ensure there was adequate and timely supply of management responses to any audit queries and thereafter efficient implementation of audit recommendations. I have been the lead in liaising with different donors and their contractors or employees in their institutional and fiduciary risk assessments, internal and procurement audits and compliance and supervisory missions and I would sometimes find myself responding to 3-4 audit teams simultaneously all with different demands and requirements.

My experience has afforded me versatility with various standards; IFRS, IPSAS and a wide range of donor contracts and conditions in addition to country specific regulations and thus

¹ Please find list of acronyms and abbreviations on the last page of this cover letter

a first-hand experience in the challenges the GFGP should address and therefore giving me a good background to contribute to this standard development process.

I was engaged by TMEA (an aid mechanism for boosting trade in East Africa) as Technical Advisor for the East African Business Council where among others I managed various consultants for different institutional strengthening aspects including development of operational policies, financial management software implementation, audit, budgeting and worked under rigorous risk and compliance assessments to improve the risk rating of the organisation among key donors from very risky (3) to not risky (1).

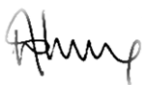
I am on the Mango UK register of financial management consultants and recently successfully undertook a three month consultancy with them as interim Head of Finance and Operations for the NGO - ADD International at its Tanzania Country office in Dar es Salaam.

I have also consulted with the Nelson Mandela Institute of Science and Technology in Arusha working together with and building the capacity of the staff to understand, report to and comply with the ACBF funding procedures and conditions which led to resumption of funding disbursement that had been suspended as a result of non - compliance with grant requirements.

My personal attributes include an ability to quickly and easily size up a situation and determine what needs to be done, a hard worker quickly rolling up my sleeves to get it done, personable and with great relational skills that enable the creation of robust collegial relationships and a clear communicator with well-developed writing and presentation skills all which I am convinced will be an asset as the GFGP standard progresses to the next stage.

I look forward to an opportunity to interview with you and clarify or answer any further questions you may have.

Yours Sincerely,



Wairimu Thuo Kinuthia

ACRONYMS

ACBF	Africa Capacity Building Foundation
ADD	Action on Disability and Development
AfDB	Africa Development Bank
CPA (K)	Certified Public Accountant of Kenya
DFID	Department for International Development
EABC	East Africa Business Council
EAC	East African Community
ESAMI	East and Southern African Management Institute
EU	European Union
FOCUS	Fellowship of Christian Unions
GFGP	Good Financial Grant Practice
GIZ	German Society for International Cooperation
IFRS	International Financial Reporting Standards
IPSAS	International Public Sector Accounting Standards
Mango	Management Accounting for NGOs
NCKK	National Council of Churches of Kenya
NGO	Non-Governmental Organisation
SIDA	Swedish International Development Cooperation Agency
TMEA	Trademark East Africa
USAID	United States Agency for International Development