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## FABIAN LISUTSA MMBESHI

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**DATE OF BIRTH:** 8<sup>TH</sup> SEPTEMBER, 1985

**GENDER :** MALE

**ID /NO :** 25256643

**NATIONALITY:** KENYAN

**HOME COUNTY:** BUNGOMA

**HOME WARD :** NDALU/TABANI

**RELIGION :** CHRISTIAN

**LANGUAGES :** ENGLISH, KISWAHILI, LUHYA

**MARITAL STATUS:** MARRIED

**POSTAL ADDRESS:** P.O. BOX 150-50200 VIA KITALE.

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### CAREER OBJECTIVES

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- To work in an environment that provides dynamic challenges and creates opportunities for career growth and development
- To provide customer service in accordance with the organization's rules and practices so as to improve service delivery and achieve the organization's goals and objectives.

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### PERSONAL ABILITIES AND SKILL

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- Team player with Strong interpersonal communication skills
- Self-motivated and fast learner
- Interpersonal and human relations.
- Problem-finding and solving skills.
- Management and Organization skills
- Computer applications literate

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### PROFESSIONAL BACKGROUND

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**KENYA ACCOUNTANTS AND SECRETARIES EXAMINATION BOARD (KASNEB)**

CPA Part two -Ongoing

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## **EDUCATIONAL BACKGROUND**

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### **BUSOGA UNIVERSITY**

**2009-2012:** Bachelor of Business Management (Finance Option)

**Grade:** 2<sup>nd</sup> Class Honors with Upper Division

### **THE KENYA INSTITUTE OF MANAGEMENT**

**2007-2008:** Diploma in Business Management

**Grade:** Credit

### **ST. PETER'S SECONDARY SCHOOL**

**2002-2005:** Kenya Certificate of Secondary Education (KCSE)

**Grade:** C- (Minus)

### **NAMANJALALA PRIMARY SCHOOL**

**1993-2001:** Kenya Certificate of Primary Education (KCPE)

**Grade:** 300/500 Marks

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## **OTHERS**

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### **BUSOGA UNIVERSITY GUILD COUNCIL**

**2011/2012:** Served as the Students' Guild Council Member and Guild Finance Minister

### **BUSOGA UNIVERSITY GUILD COUNCIL**

**2010/2011:** Served in the Students' Guild as Deputy Minister Campus Affairs

### **ROTARACT CLUB OF BUSOGA UNIVERSITY**

**2010-2011:** -Served as a member and Hospitality Director

-Participated in HIV/AIDS Awareness project

-Participated in raising money for Charity Projects, and Environmental Awareness Projects for the year

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## WORKSHOPS/SEMINARS

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### GLOBAL HEALTH & HIV/AIDS INITIATIVE-UGANDA

**14<sup>th</sup> November 2010:** Participated in training and implementation on routine HIV/AIDS prevention strategies, Counselling and Reproductive Health.

### INTEGRATED COMMUNITY FOUNDATION AND DEVELOPMENT- UGANDA

**1<sup>st</sup> Oct, 2010:** Participated in a seminar on professional public speaking and project establishment areas

### INSPECTORATE OF GOVERNMENT, REPUBLIC OF UGANDA

**29<sup>th</sup> -30<sup>th</sup> May 2010:** Attended Anti-Corruption Seminar for Students' Leaders of Universities and other Tertiary Institutions held at Hotel and Tourism Training Institute, Jinja-Uganda

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## WORK EXPERIENCE

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### LETSHEGO KENYA LIMITED

**March 2018 to Date:** Direct Sales Representative

**Duties include;**

- Carrying out market activation for the Company's loan product
- Selling loans to different market segments to achieve my monthly targets
- Attending to clients and providing solutions for queries raised.
- Adhering to Company's code of conduct when carrying out business
- Compilation of field and sales report for the purpose of business continuity.

### JADE RETAILS LTD –ELDORET

**April 2016 to October 2017:** Security Guard

**Duties included;**

- Making sure Company's and clients' property is in safe custody
- Welcoming incoming clients and directing them according to their need of service
- Attending to clients in case of inquiries
- Assisting pump attendants in selling of fuel and oils
- Doing Stock- taking for accounting purpose
- Assisting Management in other administrative duties as a need may arise
- Attending to clients in tyre center.

### **PAN AFRICA LIFE ASSURANCE, KITALE**

**November 2015-March 2016:** Financial Advisor

#### **Duties included;**

- Follow-up on clients to complete payment of premiums and renew their respective policies
- Creating new market share for the Company
- Selling Insurance policies to meet sales target
- Reviewing policy to determine coverage
- Advising clients about insurance investment benefits and premium payment procedures

### **KENYA INSTITUTE OF MANAGEMENT ELDORET-KENYA**

**September 2014:** Examination Invigilator

#### **Duties included;**

- Complying fully and faithfully with the invigilators code of conduct.
- Ensuring students comply with Institution's rules and have required documents
- Demonstrating honesty and integrity
- Ensuring unauthorized persons do not access information from me regarding examination and the Institute.

### **FIDELITY SHIELD INSURANCE, ELDORET-KENYA**

**June 2014-January 2015:** Financial Advisor/Sales Agent

#### **Duties included;**

- Selling Insurance policies to meet sales target.
- Reviewing policy to determine coverage
- Advising clients about insurance investment benefits and premium payment procedures
- Follow-up on clients to complete payment of premiums

### **FIRST ASSURANCE COMPANY LIMITED NAIROBI-KENYA**

**March 2013-February 2014:** Assistant Claims Officer

#### **Duties included;**

- Posting and attaching information on claim files
- Reviewing policy to determine coverage
- Settling claims in accordance with Company's rules and regulations

- Examine claims forms and other records to determine insurance coverage
- Process and record new medical insurance claims
- Analyzing claim trend and advising underwriting team on risk measurers
- Attending to clients and service providers in case of inquiries

#### **FIRST ASSURANCE COMPANY LIMITED NAIROBI-KENYA**

**November 2012- February 2013:** Data Entry Clerk

##### **Duties included;**

- Using computers to enter, search and retrieve data
- Paying small claims
- Transmitting claims for further investigations.
- Organize and maintain files for each policy holder, including policies that are to be reinstated or cancelled.

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#### **LEADERSHIP**

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**SECONDARY SCHOOL:** School Captain

Class prefect

**UNIVERSITY** : Finance Minister in the Students Guild

Councilor in the Students Guild

Deputy Minister for Campus Affairs in the Students Guild

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#### **HOBBIES**

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- Travelling
- Playing Football
- Reading Novels and Business Publications

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## REFEREES

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