



**GIDEON KIPLANGAT SANG**

## **CONTACT**

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Sex: Male

Date of Birth: 28<sup>th</sup> June, 1994

Nationality: Kenyan

## **PROFESSIONAL SUMMARY**

An innovative, effective, result- oriented team player who is always seeking to work in a challenging position in a professional and rewarding environment that provides me with opportunities to utilize my skills earned through my academic and professional training, years of experience as well as personal attributes of self-drive, integrity, excellence and accountability, all the time offering my best professional services to the organization that I work for.

## **EXPERIENCE**

**INVESTIGATIONS OFFICER- CONSUMER PROTECTION DEPARTMENT-** *September 2019-current*

*Competition Authority of Kenya*

### **Duties and Responsibilities**

- Supporting timely delivery of all necessary documentation at the departmental level to aid in strategic planning, performance contracting, annual work planning, budgeting and monitoring.
- Participating in the implementation of the Strategic Plan, annual Workplan and budget, and in achieving the targets set out in the Performance Contract.

- Using expert techniques to conduct complex, time- constrained investigations into consumer complaints on unconscionable conduct, false or misleading representations, product information and safety standards, defective and unsuitable goods.
- Using various evidence gathering methods ranging from interviewing case parties, hearing conferences, and inspections and carrying out rigorous analysis of the evidence which sometimes contain confidential information, and preparing investigation reports while maintaining excellent quality.
- Liaising with team members in the Consumer Protection Department to plan and carry out market screening/ mystery shopping to verify possible consumer infringements in the Kenyan economy.
- Participating reviewing, documentation, and strict implementation of ISO 9001:2015 and ISO/IEC 27001:2013 procedures to boost productivity and efficiency both at the departmental and organizational levels.
- Participating in the development and implementation of initiatives including capacity building, awareness creation, geared towards creation, strengthening, and recognition of Consumer Bodies in Kenya.
- Reviewing and improving Administrative Remedies Guidelines which is key to the department in decision making on finalization of investigations.
- Sensitizing the business community on the provisions of the Competition Act No. 12 of 2013 (the Act) which is a proactive measure to ensure compliance with the Act by suppliers of goods and services.
- Participating in various workshops and conferences on consumer- related issues and picking lessons on how to ensure that the Authority's mandate is discharged in accordance with International Best Practices.
- Using effective organizational and interpersonal abilities to assist Young Professionals (YPPs), Interns, Attachees and new Investigation Officers integrating into the Department through inductions and continued support through consultations.
- Coordinating the preparation of the departmental meeting minutes.

### **Acting Senior Investigations Officer**

While holding the position of Senior Investigations Officer in an acting capacity for a period of 14 days, I was tasked with;

- Reviewing all documented work of Investigation Officers, YPPs, Interns, and Attachees- reports, letters, minutes, and making key recommendations to guide the officers in improving the work.
- Chairing meetings with case parties and participating in hearing conferences that saw quick resolution of some of the cases.
- Liaising with Manager, Consumer Protection Department (MCPD) and advising him on how to proceed with some of the investigations in the department.
- Using own initiatives to encourage more teamwork and consultation among the officers.

- Giving key recommendations to improve the overall performance of the department.

### **Information Security Management System (ISMS) Champion**

- As a certified ISMS auditor trained by the Kenya Bureau of Standards (KEBS), I am tasked as the ISMS champion to lead the department in conforming to the requirements of ISO/IEC 27001:2013 to protect the confidentiality and integrity of the information through various controls, and ensure continuous availability of the Authority's information to authorized stakeholders.
- My other key task is to identify and document likely emerging risks in ISMS and propose measures to mitigate against the risks by coordinating the review and updating of the ISMS Asset Valuation and Risk Assessment Register.
- I am also tasked with disseminating relevant ISMS information to the department members which includes conducting sensitization on key ISMS developments to ensure awareness.

### **Achievements and Certifications**

- Representing the Authority in a workshop to develop integration matrices to integrate competition and consumer protection literacy in the junior and senior secondary school curriculum in Kenya under the Competency Based Curriculum. This also includes conducting a plenary session to share with the Authority staff the outcome of the workshop.
- Representing the department in the successful development of the CAK mobile app that will allow the Authority's customers to seek its services with ease.
- Conducting the first ISMS internal audit for the HR& Admin Department and giving key recommendations to ensure conformity to ISO/IEC 27001:2013 requirements.
- Participating in all QMS internal audits conducted for the department and implementing audit recommendations.
- Coordinating the department in the development of an audio visual that will create more awareness to consumers on the Authority's mandate and guide them in lodging consumer complaints.
- Developing a guide on online filing instructions of consumer complaints in the Authority's online portal.
- Reviewing the departmental Risk Register to capture emerging risks and opportunities in the department.
- Participating in a search and seizure exercise that saw the Authority seize sufficient evidence and initiate investigations into likely unfair market conduct by some manufacturers in Kenya.
- Secretary to the Environmental Conservation and Sustenance Committee which is mandated to ensure compliance by the Authority with various statutory requirements in conservation of the environment and sustenance through awareness, pollution control

and ecological enhancement. My role sometimes involves chairing committee meetings in the absence of the chairperson.

- Safety Officer- Occupational Safety and Health Committee tasked with ensuring safety of staff members at the workplace. Played a key role in giving recommendations to minimize infections and spread of coronavirus.
- Attending a practical course in Digital and Mobile Forensics at the Kenya School of Monetary Studies Nairobi in 2019 and equipment with practical skills in extraction of evidences in digital devices.
- Liaising with KEBS in establishing and purchasing of relevant product information and safety standards used in investigations.
- Participating in KEBS committee meetings on Sugar and Sugar Products Committee, and Air Quality Committee, to review and adopt various EAS standards.
- Leading consumer blitz campaigns in various regions in Kenya to sensitize consumers on their rights and obligations, and the Authority's mandate.
- Attending a course in Economics for Competition Regulation at Sarova Stanley Hotel Nairobi in 2018.
- Attending a course in Law for Economics Regulation and Competition at Sarova Stanley Hotel Nairobi in 2019.
- Certification in Digital and Mobile Forensics.
- Certification in Competition Policy in the Digital Age by GSMA- accredited by the United Kingdom Telecommunications Academy.
- Certification in Risk Management.
- ISMS and QMS certified auditor.

## **INTERN- ENFORCEMENT AND COMPLIANCE DEPARTMENT *June 2018- June 2019***

*Competition Authority of Kenya, Nairobi*

### **Duties and Responsibilities**

- Assisting in investigating restrictive trade practices (RTPs: - agreements / concerted practices and abuse of dominance) and drafting investigation reports.
- Participating in investigating allegations of mergers implemented without the approval of the Authority and preparing reports on the same.
- Carrying out economic and statistical analysis of RTPs and assisting in the market inquiries.
- Assisting in evaluation of exemption applications and drafting reports;
- Participating in RTP cases hearing conferences and settlement agreement hearings.
- Carrying out field surveys to gather intelligence in order to support investigations by the Enforcement and Compliance Department.

## **INTERNAL AUDIT INTERN** *August 2017- March 2018*

*Cytonn Investments Limited*

### **Duties and Responsibilities**

- Assisting the audit team in carrying out comprehensive audits in accordance to the annual work plan.
- Assisting in the evaluation of the internal control environment over compliance with company policies and procedures.
- Assisting in the preparation and conducting departmental quality assessment review
- Helping in reviewing and advice on the entire company's risk management in consultation with the audit team.
- Helping in preparation of reports on the internal audit findings to the management.
- Assisting in following up audit recommendations within the agreed timelines.
- Conducting market research for Real Estate.

### **Key achievements**

- Developed a risk management review for the Business Administration and Facilities & Property Management departments.
- Took a role in the preparation of an Occupational Safety and Health (OSH) policy.

## **RESEARCH ANALYST** *April 2018- June 2018*

*Pinehill Consulting, Nairobi*

### **Duties and Responsibilities**

- Assisting in development/review of Strategic Plans for businesses.
- Preparing financial proposals for consultancy services.
- Conducting market research for commercial and residential property.
- Conducting company analysis for listed companies.

## **INTERN- FINANCE DEPARTMENT** *August 2015- November 2015*

*Nairobi City County Government, Nairobi*

### **Duties and Responsibilities**

- Committing funds in the vote book.
- Managing supplier data and payments through IFMIS.
- Budget monitoring for Public Service Management Department.
- Compiling weekly and monthly expenditure reports for the department.

## **EDUCATION**

### **BACHELOR OF ECONOMICS AND STATISTICS** *December 2017*

*University of Nairobi*  
*Graduated with Second Class Honours (Upper Division)*

**CERTIFIED PUBLIC ACCOUNTANT OF KENYA (CPA)** *December 2016*

*Vision Institute of Professionals, Nairobi*  
*CPA I, II & III*

**CHARTERED FINANCIAL ANALYST (CFA)** *January 2017- ongoing*

*Oshwal College, Nairobi*  
*CFA I- ongoing*

**KENYA SCHOOL OF SECONDARY EDUCATION** *December 2011*

*Tenwek Boys High School, Bomet, Kenya*  
*Attained a mean grade of A (minus)*

## **SKILLS**

### **Computer skills**

- MS Office applications – Proficient in Excel, Word and PowerPoint.
- Statistical packages – Knowledge in STATA, SPSS and R-GUI.

### **Communication skills**

- Strong written and oral communication skills – trainings, hearing conferences, report writing and research papers.
- Good presentation skills - articulate and well-presented work.

### **Leadership**

- I am able to coordinate teams in preparation of plans and execution of projects- ISMS champion, Risk champion, secretary Environment Committee.

### **Operational effectiveness**

- Self- motivated and passionate in my work with a 'can be done' attitude and able to propose new ways of doing things to save on time and resources.

### **Work prioritization and decision making**

- Have a proven record of setting priorities well, planning and being able to work efficiently with minimal supervision to meet timelines.

## HOBBIES AND INTERESTS

- Travelling and experiencing new cultures.
- Networking.
- Reading.
- Playing and watching football.

## REFEREES

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