

CURRICULUM VITAE

CLEMENT ACHIMBA OKIRIGITI

PERSONAL PROFILE

Date of birth : 22nd July 1977
Marital Status : Married
Language : English, Kiswahili
Religion : Christian
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EDUCATIONAL QUALIFICATIONS

2009-2011 : Egerton University
Master of Business Administration (MBA) Finance Option
1996-2000 : Egerton University
B.Ed – (Arts) Economics and Geography
1991-1994 : St. Paul’s Gekano Boys High School
1983-1990 : Chemomi Primary School

PROFESSIONAL QUALIFICATIONS

Nov 2010 : CPA (K)
June 2009 : CPS part III Finalist
Dec 2008 : CPS Part II
Dec 2006 : CPA Part III Finalist
2002 : CPA Part II
1998 : CPA part I
1997 : KATC
Computer Literacy : Computer Packages

WORKING EXPERIENCE

December 2012 to date: Assistant Lecturer- Rongo University College

Responsibilities:

- Lecturing in Advanced Financial Accounting, Taxation, Financial Management, Managerial Economics, Principles of Accounting and Corporate finance.
- Setting, Administering and Marking of Examinations.
- Assessing Students on Industrial Attachment.

2010- November 2012: Tutor - Moi Institute of Technology

Responsibilities:

- Lecturing in Financial Accounting, Auditing, Taxation and Business Finance.
- Preparation of Schemes of Work and Records of Work.
- Setting, Administering and Marking of Examinations.
- Assessing Students on Industrial Attachment.

2005 to 2010 : Part time lecturer- Kenya Institute of Management (KIM-Kisii Branch)

Responsibilities:

- Lecturing in Financial Management, Project Financing and Financial and Cost Accounting.
- Preparing Training Materials.
- Setting, Administering and Marking of Work-based assignments and Continuous Assessment Tests.

2001- 2004 : Accountant- Dimples Club and Hotel (Nakuru)

Responsibilities:

- Maintenance of Books of Accounts.
- Preparation of Payroll and Remittance of Statutory Deductions.
- Preparation of payment vouchers and processing payments.
- Preparation of bank reconciliation statements.
- Preparation of Annual Financial Reports.
- Budget preparation.

- Keeping Accounting Records.
- Maintaining petty cash float and making petty cash payments.
- Maintaining Debtors and Creditors Records.

MEMBERSHIP

- Member Institute of Certified Public Accountants of Kenya.
- Affiliate Member of Kenya Institute of Management.

PUBLICATIONS

Submitted for publication a paper titled “An assessment of the Effects of Financial Intermediation on Business Performance: A Case Study of Women owned Micro and Small Enterprises in Kisii Municipality – Kenya” to Catholic University of Eastern Africa (CUEA).

CONFERENCES, SEMINARS AND WORKSHOPS

Attended 1st Annual Interdisciplinary Conference at the Catholic University of Eastern Africa (CUEA), Nairobi Kenya from 26th – 30th June 2012. Presented a paper titled “An Assessment of the Effects of Financial Intermediation on Business Performance. A Case Study of Women-owned Micro and Small Enterprises in Kisii Municipality- Kenya”

REFEREES

1. Prof Charles Kombo Okioga

Director Postgraduate programmes

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2. Dr. Szumbah Mwanaongoro

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3. Vincent Ratemo Mirera

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