

WALTER ORANG'I MIRANGA

To become a passionate and pro-active professional looking forward to use the acquired skills and experience in accounting and finance, to help realize the corporate objectives of my employer and better still remain productive to the community and to serve diligently in a competitive, challenging and dynamic environment to positively impact the growth of the organization.

Contact

Phone: +254 799507940

Email: walterorangi1996@gmail.com

Language: English/Kiswahili

Education

- **2017-2022:** Bachelors of Commerce, Finance and Banking, University of Eldoret.
- **2011-2016:** KCSE, Nyamiranga High School.

Achievements

- Maintained accurate and up to date records of financial transactions, resulting in a 100% compliance with accounting principles and regulations.
- Assisted in issuing receipts to clients on time resulting in a 100% TAT.
- Assisted in Processing invoices to Vendors

Referees

Mr. Patrick Ngola

Branch Manager, Pioneer Assurance Co. Ltd,
Eldoret Branch.

Tel: +254 724101011

Dr. Gabriel Simiyu

Exam Coordinator, University of Eldoret,
School of Business

Tel: +254725803040

Mrs. Catherine Mwangi

Supervisor

Lington Asset

Tel: +254728619270

Email -catherine.mwangi@lingtonasset.co.ke

Key Skills & Competences

- Record keeping
- Accounts Receivables
- Accounts payable processing
- Involved in direct sales

- Filing and record keeping within the office

- Customer service at the front office

- Marketing and market activation activities

Experience

Accounts Intern | Pioneer Assurance Co Ltd | Sep 2021 – Dec 2021

- Filing and record keeping within the office, ensuring accurate and complete records
- Customer service at the front office and involved in direct sales.
- Assisted in daily processing of customer receipts, maintaining accurate and complete bank and cash records.
- Recorded daily cheques received at the branch, filled the deposit slips and banked them
- Assisted in reconciling client accounts and sent reports within monthly reporting deadlines.
- Assisted in generating monthly commission reports for clients and sent them to accountant for approval
- Assisted in maintaining branch petty cash ensuring smooth running of daily business activities.

- **LINGTON ASSET: Accounts manager.**
- I provide end-to-end accounts receivable management solutions from billing, Reconciliation,
- Third-party collections skip trace, and legal collection,
- Oversee auctioneering having partnered with experienced advocates.
- I work in Lington Asset till date.

Career Objective
