**CURRICULUM VITAE**

NAME : Phiuny Kombo Obino

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EMAIL: KPHIUNY@GMAIL.COM

NATIONALITY : Kenyan

LANGUAGE: English , Kiswahili, ekegusii

HEALTH : Excellent

DATE OF BIRTH: 1993

MARITAL STATUS: Married

**PERSONAL AND PROFESSIONAL BACKGROUND**

I am a self-motivated man who is committed in building my career in procurement and accounting and I will work well with minimum supervision. I am very innovative with a motive of making sense out of every activity i undertake. I am also a goal oriented and hardworking individual.

I have good interpersonal and social skills that enhance team work, ability to work in an environment with persons of different disciplines. Also, I am flexible and easily adapt into system. I believe in practicing and upholding professionalism.

**CAREER OBJECTIVES**

To obtain an accounting position or procurement, I will be able to contribute my skills, knowledge and experience to a company that will give me the opportunity to develop my career that will allow for progress in terms of expertise, social economic development and innovation through exposure to new ideas for professional growth and as well as growth \of the company. Hardworking and personate job seeker with strong organizational skills, eager to secure entry- level position.

**SKILLS**

* Sales strategies
* Contact negotiations
* Product promotions
* Product demonstrations
* Tender processing
* Tender evaluation

**WORK EXPERIENCE**

**March 2020 – May 2023**: Ekerenyo Sub-county Hospital as a volunteer storekeeper

**Responsibilities.**

* Issued goods, to user departments
* Made all entries of goods received, goods issued bill verification in the system
* Made local purchase of essential items that did not exceed a certain limit for the facility
* Stock verification in store on the first week of every month.
* Kept the entire stock under safe custody and store as per prescribed guidelines and management of goods in the store
* Received goods and maintaining records of incoming times.
* Ensured that stock is correctly rotated to allow a first out system to operate

 **Jan 2019 - April 2019:** procurement attachee at Nyamira County Refferal Hosopital

**Responsibilities.**

* Assisted with preparation of purchase orders
* Assisted in tender processing
* Contributed in the evaluation of tenders
* Awarding of tenders
* Marketing survey
* Inspection of goods from suppliers before they are accepted
* Receiving of goods from suppliers
* Recordkeeping of goods received from suppliers that are issued to user departments
* Issue of goods to user departments

**December 2017- December 2018:** Sales Executive Airtel Networks Kenya Nyamira County

**Responsibilities.**

* Recruited Airtel money agents
* Identified, contracted and built relationships with prospective customers through a combination of telephone and in person cold calls networking and referrals to obtain appointments.
* Leveraged the RCM system to develop prospecting and sales strategy that ensured high activity and effective closing ratios
* Managed territory using technology prioritization and time management skills
* Maintained open and effective lines of communication throughout the territory to maintain a sense of teamwork enthusiasm, pride and quality workmanship
* Helped to raise revenue for the company within the territory

**EDUCATION AND QUALIFICATIONS**

Bachelor of purchasing and suppliers management (2016-2019)

Kisii University

Second class (lower)

Kenya Certificate of secondary Education (2008-2011)

St, Johns Nyamagwa Boys High school

Meangrade C+ (PLUS)

Kenya Certificate of Primay Eduction (1999 -2007)

Hekima Academy

Mean Grade B (PLAIN)

**CERTIFICATIONS**

Certified Public accountants (CPA) Part II

Certificate of computer applications

**HOBBIES**

Tracking, socializing and making friends.

**REFEREES**

Mr. Bonface Makori

Head of Procurement Department

Nyamira County Referral Hospital

PHONE NO: 0792583912

DR. David Matimo

Medical Officer of Health

Nyamira North Sub County

PHONE NO: 0726424736

Email: dmatimo@gmail.com

Mrs. Esther Makori

Health of Department Management Science

Kisii University

PHONE NO: 0721149355