

CURRICULUM VITAE

PROF. ARNETY NANGILA MAKOKHA (PH.D)

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Gender: Female **Nationality:** Kenyan **Date of Birth:** 18th July 1976 **Marital Status:** Married

Objective Seeking challenging opportunities to translate my professional expertise, educational experience, skills and competencies into productive activities for human and national development. I aspire to demonstrate excellence in my career through continuous research and innovation.

Profile **Academic:** Ph.D. (Finance Option), MBA (Finance Option), BBM (Accounting), KCSE, KCPE **Professional Qualifications:** CPA (k), KATCE (I & II); **Professional affiliation:** Member of ICPAK & IIA member; CSK member; **Seminars and workshops;** participated in International conferences, Student Workshops, pedagogy seminars, Management workshops, ICPAK workshops, **Administration:** Director Alupe University TVET Institute, Dean SBEHRD, Member of budgeting committee, COD Accounting and Finance, Performance Contracting Coordinator AU, Student Mentorship, member of the training and appraisal committee, member of risk management committee; Member of the Performance Management and Evaluation committee **Community Engagement: Taskforce on Pending bills Bungoma County,** ICPAK youth representative Western region, Board of Governor (BOG) SIST, An agent of TSC in teachers recruitment and dismissal at SIST as a BOG member, Chairperson Audit Committee SIST BOG, Facilitator at Church on women empowerment; National Secretary for Women in the Church **Publications:** Eighteen Articles (twenty two papers in the refereed Journals and two books); **Certifications:** Computer Literate, Compliance for KRA, HELB, ethics and Corruption commission (EACC), Certificate of good conduct (CID), CRB; **Experience:** total of twenty (20) years' - twelve (12) years in audit office and seven (8) years in teaching and research.

▪ **Key competencies include:**

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| - Time Management | - Confidentiality |
| - Staff Management | - Professionalism |
| - Integrity | - Team Work |
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1.0 ACADEMIC AND PROFESSIONAL QUALIFICATIONS**PLACE**

Jomo Kenyatta University of Agriculture and Technology
2014 – 2017: Doctor of Philosophy in Business Administration (*Finance Option*).
Graduated in 2017

JKUAT, JUJA

Jomo Kenyatta University of Agriculture and Technology
2011 – 2013: Master of Business Administration (*Finance Option*).
Graduated 2013

JKUAT, KAK.

Masinde Muliro University of Science and Technology
2009 – 2011 Bachelor of Business Management (*Accounting Option*)
Graduated 2011

MMUST, KAK

Excel Institute of Accountancy
 2003 – 2009 Certified Public Accountant of Kenya - CPA(k)

EXCEL, KAK

Western College of Arts and Applied Sciences
 Kenya Accounting Technician Certificate (KATCE I & II)

WECO, KAK.

Lugulu Girls High School
 1991 – 1994: Kenya Certificate of Secondary Education

LGHS, BGM

St. Monica Murumba Primary School
 1983 – 1990: Kenya Certificate of Primary Education

MMPS, BGM

2.0 Short Courses and Professional Certification

<u>Date</u>	<u>Title of the course</u>	<u>Awarding organization</u>
November, 2023	Development of digital content for an online course – Five (5) days training on E-Learning	
2022	Pedagogy skills training	KENET
2022	Cyber Security training	KENET
September, 2020	THEME: Instructional Design, Digital content Development, Delivery and Management (staff training on E-Learning Course Management)	<u>Alupe University College</u>
November, 2020	"Enhancing Change Project Management for Economic Sustainability in Higher education Institutions in Kenya." Held at Masinde Muliro University of Science and Technology	DAAD
March 2020	Customer Care and public Service	Alupe University College
Feb, 2018	Two Day Pedagogy skills Training Course THEME: Enhancing Quality Instruction and Assessment in the Provision of University Education in the 21 st Century. Covered <input type="checkbox"/> Planning for instructional plan <input type="checkbox"/> Executing the Instructional plan <input type="checkbox"/> Evaluating the Instructional process	Alupe University College

	<input type="checkbox"/> Integrating Emerging Technologies in Instruction <input type="checkbox"/> Preparation of test items <input type="checkbox"/> Scoring of Examinations <input type="checkbox"/> Interpretation of test scores	
10 th February 2017	ISO 9001:2015 Top Management Briefing Course (Professional Certification Program)	ACAL Consulting
July, 2015	PEDAGOGICAL SKILLS TRAINING COURSE THEME: Enhancing Quality Instruction and Assessment in the Provision of University Education in the 21st Century <input type="checkbox"/> Pedagogy skills training <input type="checkbox"/> Planning for instructional plan <input type="checkbox"/> Executing the Instructional plan <input type="checkbox"/> Evaluating the Instructional process <input type="checkbox"/> Integrating Emerging Technologies in Instruction <input type="checkbox"/> Preparation of test items <input type="checkbox"/> Scoring of Examinations <input type="checkbox"/> Interpretation of test scores	Kibabii University

3.0 EMPLOYMENT HISTORY

<u>Date</u>	<u>Position</u>	<u>Key Duties and responsibilities</u>	<u>Achievements</u>
February, 2024 to date	Associate Professor, Alupe University, School of Business Economics and Human Resource Development (SBEHRD), Department of Finance and Accounting	Upscale the mentoring to both students and junior faculty. The ratio adopted on the main duties will be: Research 50%, teaching 20%, Outreach and mentoring services 40%. These were: <input type="checkbox"/> Teaching and assessing students in finance and accounting courses at both undergraduate and postgraduate level <input type="checkbox"/> Supervising postgraduate dissertations/theses and undergraduate projects and other experiential learning programs. <input type="checkbox"/> Participating in the development of undergraduate and postgraduate programmes <input type="checkbox"/> Setting, marking and invigilation <input type="checkbox"/> Preparing students progress reports <input type="checkbox"/> Carrying out research work in relevant field of specialization <input type="checkbox"/> Conducting seminars and workshops <input type="checkbox"/> Preparing teaching and learning materials <input type="checkbox"/> Presenting academic papers in conferences/ seminars	

		<input type="checkbox"/> Peer-reviewing of publication in academic journals	
2021 to January, 2024	Senior Lecturer, Alupe University, School of Business Economics and Human Resource Development (SBEHRD), Department of Finance and Accounting	<p>Alupe University, School of Business Economics and Human Resource Development (SBEHRD), Department of Finance and Accounting: Main duties: Research 50%, teaching 30%, Outreach and mentoring services 20%. These were:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Teaching and assessing students in finance and accounting courses at both undergraduate and postgraduate level <input type="checkbox"/> Supervising postgraduate dissertations/theses and undergraduate projects and other experiential learning programs. <input type="checkbox"/> Participating in the development of undergraduate and postgraduate programmes <input type="checkbox"/> Setting, marking and invigilation <input type="checkbox"/> Preparing students progress reports <input type="checkbox"/> Carrying out research work in relent field of specialization <input type="checkbox"/> Conducting seminars and workshops <input type="checkbox"/> Preparing teaching and learning materials <input type="checkbox"/> Presenting academic papers in conferences/ seminars <input type="checkbox"/> Peer-reviewing of publication in academic journals 	<ul style="list-style-type: none"> <input type="checkbox"/> Undertakook blended teaching <input type="checkbox"/> Developed online course content and uploading on the moodle <input type="checkbox"/> Mentoring graduate and post graduate Students on career path and on life skills <input type="checkbox"/> Developed three new Curriculum to be implemented in the Academic year 2024/2025 <input type="checkbox"/> Supervising Master students for JKUAT and Kibabii University <input type="checkbox"/> Marketing the programmes of the University through community outreach programmes <input type="checkbox"/> Published six (6) Articles in Referred Journals <input type="checkbox"/> Attracted funds through research proposals
2017 – to date	Lecturer	<ul style="list-style-type: none"> <input type="checkbox"/> Mentored students on academic matters and CMA University challenge 2018 <input type="checkbox"/> Teaching and assessing students in finance and accounting courses at both undergraduate and postgraduate level <input type="checkbox"/> Supervising postgraduate dissertations/theses and undergraduate projects and other experiential learning programs. <input type="checkbox"/> Participating in the development of undergraduate and postgraduate programs <input type="checkbox"/> Initiating, promoting and participating in research projects <input type="checkbox"/> Participating in academic conferences /seminars/ workshops <input type="checkbox"/> Providing professional and community services and initiating linkages and fund mobilization. 	<ul style="list-style-type: none"> <input type="checkbox"/> Through mentorship University College Students won an award in the grand finale during the Capital Market University Challenge 2018. <input type="checkbox"/> Developed one Short Course Program in Business Management <input type="checkbox"/> Supervised 6 Postgraduate students <input type="checkbox"/> Participated in 3 conferences and 4 workshops as part of research dissemination <input type="checkbox"/> Published five articles and one book

		<input type="checkbox"/> Carry out other duties and responsibilities as may be assigned from time to time	
2015 – 2017	Tutorial Fellow, Kibabii University	<input type="checkbox"/> Assist senior academic staff members in assignments allocated and teach undergraduate students. <input type="checkbox"/> Carry out other duties and responsibilities as may be assigned from time to time.	<p>Ensured timely teaching, setting, marking and submission of marks.</p> <p>Mentored undergraduate students in their projects</p>
2013 – 2019	Part-time Teaching; MMUST, KIBU, JKUAT	<input type="checkbox"/> Teaching: financial management, financial accounting, portfolio diversification and investment, risk management and insurance, corporate finance, principles of accounting, company accounts, partnership accounts, Trust and Executorship at both undergraduate and graduate levels	<p>Ensured teaching, setting of examinations, marking and submission of marks timely</p> <p>Student mentorship</p>
2012-2014	Pioneer Ag. Internal Auditor (Reporting to Audit Committee) Kibabii University	<p>Main duties as an auditor were based on: 50% systems audit; 20% work planning; 20% Advisory role to clients; 10% reporting.</p> <input type="checkbox"/> Developing and reviewing operational and management systems, policies and guidelines <input type="checkbox"/> Formulate an annual audit plan in consultation with Audit Staff <input type="checkbox"/> Implementing annual audit plan and any other special assignments <input type="checkbox"/> Coordinating preparation of timely audit reports <input type="checkbox"/> Advise management on relevant audit policies and procedures that minimizes risks <input type="checkbox"/> Sensitize staff on the role of Internal Audit operations <input type="checkbox"/> Presenting quarterly audit reports to the Vice Chancellor and the Audit Committee <input type="checkbox"/> Initiating development and review of audit techniques, procedures and internal audit controls <input type="checkbox"/> Implementing of annual audit work plans <input type="checkbox"/> Developing and monitoring performance targets <input type="checkbox"/> Managing and developing internal audit staff <input type="checkbox"/> Monitoring and reviewing the effectiveness of the internal control systems and ensure compliance with organizational policies and procedures.	<p>Established internal control systems at the University</p> <p>Developed the Audit Charter and the Internal Audit Charter</p>

		<input type="checkbox"/> Auditing credit processes, which comprises functions of credit assessment, approval, and processing and reporting back to the audit committee <input type="checkbox"/> Continuous Auditing of University Operations, which includes but not limited to reconciliations, processing of transactions and customer service and recommending improvement to the audit committee and the Principal. <input type="checkbox"/> Developed an Institutional Risk Management Policy for the University <input type="checkbox"/> Developing and updating audit manual and operational programs/plans <input type="checkbox"/> Assisting in ensuring compliance with University Act 2012 and the legal notice and other regulatory authority and other statutory institutions <input type="checkbox"/> Liaising with the accountant to oversee final Audit at the end of every financial year <input type="checkbox"/> Monitoring and reporting key trends and portfolio performance to the audit committee <input type="checkbox"/> Manage the expense budget ensuring actual expenses are within the budget <input type="checkbox"/> Investigating into the financial loss to the institution through fraudulent practices	
2012 – 2014	Pioneer- Assistant Internal Auditor, Kibabii University (KIBU)	<input type="checkbox"/> Coordinating, Controlling the operations of internal audit department <input type="checkbox"/> Monitoring and reviewing of audit programs for all the sections in the department <input type="checkbox"/> Ensuring the maintenance of high audit standards in the department <input type="checkbox"/> In-charge of the internal office, doing risk based audit, systems audit, forensic audits, investigations into fraudulent activities and reporting to the principal <input type="checkbox"/> Making a follow up on actions undertaken on the reports <input type="checkbox"/> Post audited all documentations in operation	<p>Established the internal audit department of KIBU</p> <p>Ensured timely reports to CEO and audit committee to enable quick decision making.</p> <p>Advocated recruitment of quality staff</p> <p>Established risk management framework</p>
2009 – 2012	Senior Audit Assistant, MMUST	<input type="checkbox"/> Worked as a project auditor ensured proper procedures, rules and regulations were observed and no dummy employees existed on multibillion structures <input type="checkbox"/> Provide assurance services at both construction an students’ finance section	<p>Saved over 2% of tuition fees after unfolding the under casted students accounts</p> <p>Ensured timely reports produced</p>

		where need arose during day to day operations <input type="checkbox"/> Development and implementation of audit programs	
2006 – 2009	Audit Assistant, MMUST	<input type="checkbox"/> Processing of creditors' claims <input type="checkbox"/> Verification of cheques before signatories sign <input type="checkbox"/> Overseeing the stock taking exercise at the University <input type="checkbox"/> Taking casual head count on construction sites <input type="checkbox"/> Audit of the construction casual payments at the University	Audited payrolls for casuals' workers at the University. Ensured there were no double payments, overcasts and under casts during verification exercise
2003 – 2006	Pioneer - Audit Clerk, MMUST	<input type="checkbox"/> Conducted surprise checks on casual head count on construction sites to ensure no dummy workers arouse. <input type="checkbox"/> Verification of Casual payment payrolls before payment <input type="checkbox"/> Observed all the laws pertaining casual workers; safety gears worn by workers e.t.c	Ensured no dummy workers Prompt and accurate payments to minimize litigations
2000-2003	Accounts Assistants, (on Contract) Telkom Kenya	<input type="checkbox"/> Preparation of final accounts thus ledgers, profit and loss account, balance sheet and cash flow statements <input type="checkbox"/> Bank reconciliation statement <input type="checkbox"/> Payment of casual employees <input type="checkbox"/> Petty cash float management	Timely reconciliations, final accounts prepared
1999-2000	Attachment, Telkom Kenya	Bank reconciliations Final accounts preparation Preparation of ledger accounts	Grasped concepts of final accounts preparation and bank reconciliations

4.0 ADMINISTRATION EXPERIENCES			Achievements
2023 to date	Pioneer Director, Technical, Vocational Educational Training Institute	<input type="checkbox"/> Establishment of the TVET Institute plan <input type="checkbox"/> Ensuring the accreditation of the plan <input type="checkbox"/> Coordinated the pioneer activities: teaching, setting, marking and submission of marks by trainers <input type="checkbox"/> Coordinated the trainers of the institute <input type="checkbox"/> Proposed a work plan for an excellent TVET of Alupe University.	<input type="checkbox"/> Accredited Alupe University TVET Institute to offer the approved <input type="checkbox"/> Adopting the change to TVET-CDACC <input type="checkbox"/> Coordinating the teaching as we put in place the structures
2022 to date	Dean School of Business Economics and Human Resource Development	<input type="checkbox"/> Ensure quality teaching, learning and research; <input type="checkbox"/> Academic and administrative leadership and coordination of the school; <input type="checkbox"/> Maintaining the students' academic information database in the School; <input type="checkbox"/> Participation in establishing policy for the University; <input type="checkbox"/> Coordinating three departments and twenty staff	<input type="checkbox"/> <i>Attained collaborations with:</i> <i>University/ International University:</i> East Carolina University in USA and Alupe University, <i>Industry/ University</i> Chef west hotel and Kenya National Chambers of Commerce

		<ul style="list-style-type: none"> <input type="checkbox"/> Coordinating the development of new programmes within the departments <input type="checkbox"/> Chairperson of the School Board in the School of Business Economics and Human Resource Development <input type="checkbox"/> Attending and presenting in the SENATE <input type="checkbox"/> Attending and presenting in the Committee of Deans on matters of the School <input type="checkbox"/> Planning a head and steering the activities of the school <ul style="list-style-type: none"> <input type="checkbox"/> Coordinated the starting of post graduate programmes <input type="checkbox"/> Presenting the candidates from the School of Business Economics and Human Resource Development for graduation in the ceremonies. <input type="checkbox"/> Planning for the progress of the School and University in general. 	<ul style="list-style-type: none"> <input type="checkbox"/> Increased student enrolment to over two hundred from the initial twenty students. <input type="checkbox"/> Developed three new programmes namely: Bachelor of Business Information Technology (BBIT) – CBC programme Bachelor of Health Economics and Management Science (BHEM) – Management Science Bachelor of Commerce (BCOM) (Having flagship projects in entrepreneurship, trade and industrialization. <input type="checkbox"/> Delivered the accreditation of TVET Institute at Alupe University to enhance enrolment of students in the University programmes in year 2023. <input type="checkbox"/> Delivered the accreditation of KASNEB at Alupe University in 2022
February, 2022 to date	Appointment as Academic leader for Bachelor of Business Management programme	<ul style="list-style-type: none"> <input type="checkbox"/> Responsible for academic leadership , management and assessment of the programme <input type="checkbox"/> Delivering the programme using rhe appropriate teaching and learning assessment methods <input type="checkbox"/> Ensuring effective planning, management and review of the programme while adhering to specified monitoring and evaluation procedures <input type="checkbox"/> Respond to feedback from students, external examines, professional statuory and regulatory bodies and national organizations 	
April 2019 - Dec. 2021	Ag. Dean School of Business Economics and Human Resource Development	<ul style="list-style-type: none"> <input type="checkbox"/> Academic and administrative leadership and coordination of the school; <input type="checkbox"/> Ensure quality teaching, learning and research; <input type="checkbox"/> Maintaining the students’ academic information database in the School; <input type="checkbox"/> Participation in establishing policy for the University College; <input type="checkbox"/> Ensuring that review, recruitment, appointments and promotions of academic and administrative staff are of the highest quality; <input type="checkbox"/> Initiating development of innovative programmes; 	<ul style="list-style-type: none"> <input type="checkbox"/> Increased enrolment of PSSP students by 98% compared to previous years. <input type="checkbox"/> Attraction of international students <input type="checkbox"/> Initiated post graduate programme for Master in Business Administration (MBA) and Diploma in Business Management (DBM) <input type="checkbox"/> Linkages and collaborations with the industry for sustainability of the

		<input type="checkbox"/> Marketing and promotion of University College academic Programmes; <input type="checkbox"/> Initiating, Promoting and enhancing corporate social responsibility, community relations, partnerships, linkages and collaborations; <input type="checkbox"/> Being in-charge of all undergraduate and postgraduate teaching programmes of the School; <input type="checkbox"/> Preparation of budgetary estimates every financial year; <input type="checkbox"/> Participating in various committees of the University College; <input type="checkbox"/> Coordination of School Alumni and maintaining Alumni connections; Other Routine duties <input type="checkbox"/> Sign student's exam cards <input type="checkbox"/> Convene School Boards to consider exam results <input type="checkbox"/> Chair Special School Board meeting to discuss the consolidated external examiners reports and the responses of Departments to them	AUC – SBEHRD. (KNCCI and County Government of Busia) <input type="checkbox"/> Projects: Developed an AUC proposal for research funding in the area of Universal Health Care entitled: “Health Care Financing Needs Assessment For The Aging Population In Chakol North Ward Teso South, Kenya” Ongoing Plans for the school <input type="checkbox"/> Establishment of MOU's with TVET institutions offering Hospitality courses to feed our BHH and other programmes. <input type="checkbox"/> Initiation of market oriented curriculum; <input type="checkbox"/> In engagement with East Carolina University in U.S.A to establish a possibility of collaborating
Aug. 2017- April 2019	COD, Finance and Accounting	<input type="checkbox"/> Coordinating the teaching and administrative duties in the department <input type="checkbox"/> Implementing University College policy and regulations within the department. <input type="checkbox"/> Supervising the attendance, time commitments and work assignments of staff in the department. <input type="checkbox"/> Developing and implementing plans for teaching, research and innovation in consultation with department staff <input type="checkbox"/> Developing and implementing plans for teaching, research and innovation in consultation with departmental staff <input type="checkbox"/> Mentoring students of the departments	<input type="checkbox"/> Ensured availability of pastoral assistance to students through student mentorship <input type="checkbox"/> An award after winning in the grand finale among the 37 Universities in Kenya. <input type="checkbox"/> Ensured quality teaching and research among faculty
2020	Appointed as Risk Manager/ Owner	<input type="checkbox"/> to identify and evaluate fundamental risks and take measures to avoid <input type="checkbox"/> Ensure staff members comply with risk management policy <input type="checkbox"/> Provide timely information on the status of risks and controls to the risk management committee	<input type="checkbox"/> Identified major risk of the school - Programs not attracting KUCCPS students <input type="checkbox"/> Developed proposal to partner with the County and other organizations within Busia to get students on PSSP programme <input type="checkbox"/> In the processing of negotiating to start Part time classes

2019	Appointment as a reviewer	<input type="checkbox"/> To review research proposals at AUC	<input type="checkbox"/> Reviewed three research proposals for AUC
2017 to date	Performance Contracting Coordinator	<input type="checkbox"/> Coordinate preparation of the draft document for performance contracting aligned with Strategic plan and University work plan. <input type="checkbox"/> Highlight and alert the management on the quarterly targets to be achieved. <input type="checkbox"/> Advise the management on areas that need improvement in order to achieve the targets. <input type="checkbox"/> Monitor performance of the targets and report accordingly. <input type="checkbox"/> Coordinate champions and chairpersons working on various indicators <input type="checkbox"/> Ensure timely reporting as directed by the agencies in the Performance contracting timelines <input type="checkbox"/> Prepare for performance evaluation by the Public Service Performance Management Unit (PSPMU)	<input type="checkbox"/> Maintained a very good score of 130% (very good score) <input type="checkbox"/> Conducted workshops/ seminars <input type="checkbox"/> Chaired fruitful meetings
April, 2018	Ag. Dean SBEHRD	<input type="checkbox"/> Administration of academic programs in the School of Business and Economics <input type="checkbox"/> Provide academic and administrative leadership to both students and staff at the School	<input type="checkbox"/> Ensured smooth running of all School programs and functions
2017-2018	Coordinator to chair Strategic Plan, AUC	<input type="checkbox"/> To monitor the progress towards achieving the objectives of the Strategic Plan 2018-2023 <input type="checkbox"/> To evaluate the set activities to determine success/failure in the implementation process	<input type="checkbox"/> Initiated development of the AUC strategic plan <input type="checkbox"/> Developed indicators for measuring the objectives of AUC's Strategic Plan as per the master plan
May 2016 – Aug.2017	SOBE Industrial Attachment Coordinator, KIBU	<input type="checkbox"/> Avail materials and documents relevant for industrial attachment <input type="checkbox"/> Induction program for students proceeding on attachment and the assessors that will visit students <input type="checkbox"/> Facilitation of the assessors before departure to attachment centers <input type="checkbox"/> Any other duties assigned from time to time.	Timely processing of materials and facilitation of assessors before departure to the field
2015-2016	Chairperson to forensic audit at SIST	Forensic audit into the financial loss of SIST	Established a loss of 2M loss
2012 - 2015	Senior Polling Officer	Served as a Kibabii Electoral Commission (KEC) during students election at Kibabii University	Successful election with no post - election violence

5.0 COMMITTEES APPOINTED			Achievements
November, 2023	Appointment to Coordinate the Performance Contracting activity	To ensure quarterly reports are submitted and evidence are filled accordingly Advise management on the indicators to be actualized	Mid-year review done. Performance is ok.
November, 2023	Appointment to staff establishment, Training and Appraisal Committee	Advise on staff training and evaluation of the impact of such training Conduct staff appraisal annually Develop staff establishment for the University Annually Ensure the availability of sufficient trained manpower to cope with the changing needs of the University	Developed the staff establishment for the University
September 2021	Appointed to Budget Committee and Financial Reporting Team	Team to review budget estimates from different departments, analysis of specific issues including financial risks posed by the Govt.	Trained on financial reporting
July 2017 to date	Coordinator Performance Contracting, AUC	To chair and Coordinate the performance contracting activities at AUC	Prepared the PC as per the guidelines, coordinate the negotiation and vetting activities and cascade to all participants as directed by the Principal and the Deputy principal's.
March 2020	Member shortlisting committee	To shortlist lecturer in finance and Accounting: Draw a shortlisting criteria based on job specification as advertised and AUC relevant documents Utilize criteria of Feb 2020 for appointment and promotion of academic staff	Shortlisted a lecturer in Finance and Accounting
August 2020	Appointed as member on the staff establishment, training and appraisal committee	Advise on staff training and evaluation of the impact of such training Conduct staff appraisal analysis annually Develop staff establishment annually for the University College Develop criteria for use in selection of staff for training opportunities Assist employees to gain competence and skills in preparation for more responsible positions in and out of the University College	

6.0 COMMUNITY ENGAGEMENT

January 2024	PCU church	Appointed as a secretary to sensitize women in the church about financial empowerment	ongoing
September, 2022	County Government of Bungoma	As a Secretary of the taskforce that participated in the auditing of pending bills that stood at Kshs 1,235,150,230. During the changeover of power from the outgoing to incoming governor for the tenure 2022-2027	A detailed report of the observations and recommendations submitted to Governor.
4 th Apr, 2021 to date	Community Research	Research on Universal Health Care to support in financial hardship	New Universal Health Care Policy in place to handle financial hardship for the disadvantaged in communities
3 rd May 2019	Facilitator at the students Governing Council (SGC) workshop	Train student leaders on personal financial management at the University and as a Kenyan Citizen	Trained ten (10) SGC and delegates
25 th -28 th March 2019	Workshop Facilitation at P.C.U church	To train women on empowerment (business), Project planning and management, parenting and guiding,	Attended and disseminated knowledge to Women
May 2018	Coordinated AGPO sensitization workshop, AUC	To Train youth, Women and PWDs as per performance contract 2017/2018 on: <input type="checkbox"/> Health Care <input type="checkbox"/> AGPO opportunities available for them <input type="checkbox"/> Value addition in food crops <input type="checkbox"/> National cohesion and integration	Trained thirty five (35) youth Women and people with disabilities in Busia County
March 2017-2018	Member of the Western Branch Executive Committee	Coordinate the activities of the branch on behalf of the Western youth (Youth representative)	Coordinated for two years. Youth enrolment to ICPAK increased by 50%
January 2016	Appointment as an Agent of The TSC at SIST	<input type="checkbox"/> Recruitment of teachers in accordance with the commission's guidelines <input type="checkbox"/> Discipline of teachers in accordance with code of ethics <input type="checkbox"/> Supervision of teachers performance	<input type="checkbox"/> Recruited three (3) new teachers for TSC <input type="checkbox"/> Disciplined one (1) teacher
2014 -2016	Chairperson to the Audit and Risk Management Committee (ARMC) SIST	<input type="checkbox"/> To maintain up to date departmental risk registers <input type="checkbox"/> Report on risk registers and emerging risk management issues to the risk management committee <input type="checkbox"/> To Develop a risk management policy	Developed a risk management policy of SIST Development of Registers

2014 -2016	Appointed as Board of Governors (BOG) - member SIST	<input type="checkbox"/> To provide oversight role on the management of SIST under the Chairmanship of Prof. Sibilikhe. <input type="checkbox"/> To steer development of TTT's under SIST	Developed policies to govern the institution
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7.0 CONFERENCES/WORKSHOPS AND SEMINAR PRESENTATIONS

As senior lecturer

1. Seminar/ workshops attended training in Competency Based Assessment Programme organized by Technical and Vocational Education Training (TVET) Curriculum Development, Assessment and certification Council (CDACC) at Alupe University from 20th February, 2024 to 23rd February, 2024
2. Presentation at the Performance Contracting workshop on held on 28th November, 2023 at the University premises.
3. Seminar for Business Process Re-engineering from 27th November, 2023 to 30th November, 2024
4. Workshop on Blended Course Development using Moodle, Organized by Common Wealth of Learning from 10th October, 2023 to 20th October, 2023
5. Curriculum Development/Programme Review workshop dated 27th March, 2023
6. Attending and Presenting in a SACCO leaders workshop held at Alupe University on 16th July, 2022: Theme: Becoming and efficient co-operative Manager
7. Makokha, A. (2020) *Enhancement of the University - Industry linkage for Economic Sustainability*. Project presented at the Workshop II on DIES National Multiplication Training Themed: “Enhancing Change Project Management for Economic Sustainability in Higher education Institutions in Kenya.” Held at Masinde Muliro University of Science and Technology on 9th – 13th November, 2020.
8. Workshop I on DIES National Multiplication Training on “Enhancing Change Project Management for Economic Sustainability in Higher education Institutions in Kenya.” Held at Kibabii University on 2nd – 6 March, 2020.
9. Makokha, A.,and Ujunju, M., (2018) *Collateral Security as a determinant of Commercial Banks financial Performance in Kenya*. Paper presented at the 2nd Annual International Research conference held on 26th-27th March 2018 at Cooperative University of Kenya
10. Seminar on “ *Enhancing Change Project Management For Economic Sustainability in Higher Education Institutions in Kenya*” held on 3rd to 6th March, 2020 held at Kibabii University
11. Workshop on “*Grand Proposal Writing and Research Methods*” at Alupe University college on 15th and 16th March 2020
12. Workshop on “*Pedagogical Skills Training*” at Alupe University College held on 27th -28th July 2018
13. Workshop on “ *Access to Government Procurement Opportunities procedures*” 3rd May, 2018
14. Workshop on “*Grant Proposal Writing*” at Kibabii University held on 6th-8th March 2017
15. Workshop on “*ISO 9001:2015 Quality Management System Process Owners’ Training Course*” at Comfort Hotel Bungoma by ACAL Consulting Limited on 11th to 13th February. 2017
16. Workshop on “*forensic Audit*” at Breez Hotel, Busia held on 27th to 28th October, 2016

17. Workshop on “*Pedagogical Skills Training*” at Kibabii University held on 27th -28th July 2015
18. Seminar on “*Forensic Audit*” at Golf Hotel Kakamega held on 17th – 18th July 2014
19. Workshop on “*Risk Management*” at Kabula Pastoral Centre held on 21st June 2013
20. Workshop on “*Information for Quality Service and Customer Satisfaction*” at Kibabii University College held on 4th June 2012
21. Workshop on “*Tools & Techniques for the Audit Manager*” at Institute of Internal Auditors, Nairobi held on 22nd – 24th May, 2013.
22. Workshop on “*Tools and Techniques for the Beginning Auditor*” at Institute of Internal Auditors, Nairobi held on 7th to 9th April, 2010.
23. Workshop on “*Internal Audit matters*” at Sunset Hotel Kisumu held on 8th – 12th May 2006

8.0 POST GRADUATE THESES SUPERVISION

AS A SENIOR LECTURER

1. Misiko John Wekesa: MBA/033/15: Credit Management Practices & Financial Performance of Government funded Youth groups Enterprises in in Webuye East Sub-County, Bungoma County. Kibabii University, Kenya. **Graduated 2023**
 2. Watila Edith Nasenya: MBA/015/18: Cash flow Management Practices & Financial Performance of Deposit Taking Saccos in Western Kenya; Kibabii University, Kenya. **Graduated 2023**
 3. Wilson Ayabei Kiprotich: MBA/004/18: Accounting Information Performance. Among the Small and Medium Enterprises in Bungoma County; Kibabii University, Kenya; **Graduated 2023**
 4. Kawudha Mick: MBA/SCH/002/19; Working Capital Management & Loan Portfolio Performance of Commercial Banks & Microfinance Institutions in Kampala Uganda, Kibabii University, Kenya **Graduated 2023**
 5. Margaret Kuel Dhor; MBS/SCH/001/21; Investment Practices & Financial performance of Insurance Firm in Juba County, South Sudan. Kibabii University; Kenya; **Graduated 2023**
 6. Gichure Tindi., HDD/433-32/2018. Diversification of financial Assets on financial Performance of Commercial Banks Listed on Nairobi Securities Exchange. **JKUAT Graduated 2022**
 7. Namachemo Nalyanya Jacinta: MBA/005/17: *Electronic Accounting Practices & Service Delivery; A case study of Ng'arisha Savings & Credit Cooperative Societies in Bungoma Town, Kenya*, Kibabii University, Kenya. **Graduated 2022**
 8. Sikuku Amos: HD311/C008/7607/2015. *Determinants of Supplier Performance in Sugar Processing Firms: Jomo Kenyatta University of Agriculture and Technology, Kenya.* **Graduated 2016**
- ONGOING**
9. Khakina Nekesa Carolyne: MBA/022/18; *Proficiencies and Expertise that enhance reliability of e-records to support audit process in Kenya*, Kibabii University, Kenya. Ongoing
 - 10.

9.0 PROFESSIONAL MEMBERSHIP AND REVIEWER

19th March 2014: Professional member of the Institute of certified public accountants of Kenya (ICPAK)

No.:12490

30th March, 2006: Professional member of Institute of Internal Auditors (IIA) **No.:1291478**

8th November, 2002: Computer Societies of Kenya (CSK) **No.: 4951**

2nd April, 2019: A peer reviewer of Alupe University

10.0 RESOURCE MOBILIZATION (FUNDING)

1. Pioneered establishment of TVET Institute which is expected to generate revenue through student fees collection.
2. Mentorship of students at the *Capital Market University Challenge 2018* - attracted funds for books worth KSHS 75,000.00
3. Pioneered establishment of short courses to generate revenue
4. Mobilization of funds through attraction of more PSSP students at *diploma, undergraduate and post graduate levels*; twenty four -24 students registered.
5. Writing of fundable projects and working closely with the County Government of Busia

11.0 FUTURE PLANS

1. Complete the initiation of Linkages and collaborations between the industry and the University to enhance corporate social responsibility and funding for economic sustainability.
2. Establish collaborations with TVET institutions to attract more PSSP students for Hospitality and Business programmes.
3. Generation of income through hospitality unit activities
4. Development of short courses that are market driven to mobilize funds
5. Complete the development of additional programmes for the school

12.0 PROPOSALS FOR FUNDING AND CONSULTATIONS

PROPOSALS FOR FUNDING

YEAR	DONOR	FUNDING PROPOSAL THEME	FUNDING AMOUNT INVOLVED
2024	UNCDF	Alupe Ultra-Modern Housing Development (AUHDP)	\$150,000,000
2021	Alupe University	Health Care Financing Needs Assessment in the Teso South Sub-County, Busia	Kshs 75,000
2022	RUFORUM	Global climate consideration and Smart Cities as a control to climate change in Africa	\$56,150
2022	RISA	Food Security maximization in East Africa	\$280,000
2022	AUC	Virtual mobility grants training for postgraduate students	GBP 45,000
2023	IDRC	Data integration models and strategies as tool to strengthen education System in Africa	\$85,050

2023	IDRC	Scaling Innovations in Unpaid Care work in Africa	\$153,170
2023	AU	Approaches for Economic Empowerment to reduce Unpaid Work Hours to Mothers In Teso South Sub-County	Kshs 200,000
2024	ERASMUS-EDU-2024-CBHE	ERASMUS-EDU-2024-CBHE-STRANT-3	Euro 995,329

CONSTULATANCIES

- 2021 HORN OF AFRICA GATEWAY DEVELOPMENT PROJECT: TENDER NO. KeNHA/2414/2021 for request for expression of Interest for Consulting Services for project Monitoring and Evaluation
- 2017 Pioneered the development of the strategic plan for Alupe University College.
- 2016 Consultant in Strategic plan development (Sisokhe Secondary School)
- Guided the development of strategic objectives, activities, implementation matrix
 - Developed strategic plan
- 2015 Provided consultancy services as a financial expert in the development of strategic plan at SIST Strategic activities, strategic objectives, direction implementation matrix and risk management plan Developed strategic plan and launched for SIST

PUBLICATIONS
(BOOKS AND ARTICLES IN REFEREED JOURNALS)

S/N	TITLE OF PAPER / BOOK	AUTHOR(S)	JOURNAL	YEAR OF PUBLICATION
1	Digital Financial Inclusion and Economy Growth in Kenya: interaction Effects of Financial Sector's Efficiency and Competition.	Tanui, Makokha & Kimei	Journal of Finance and Accounting	2025
2	Simplified Accounting for Beginners (BOOK)	Makokha & Fwamba	Lambert Academic Publishing	September 2024
3	Assessment in support of Safe Motherhood services aimed at Reducing Mothers unpaid Work Hours in Busia County, Kenya	Makokha, Injera & Megwa	International Journal of Social Sciences and Information Technology	May 2024
4	Economics Status and Empowerment of Mothers in Busia County, Kenya	Makokha, Okumu & Musuya	International Journal of Social Sciences and Information Technology	February 2024
5	Effect of QuickBooks Systems on Financial Performance Among The Small And Medium Enterprises In Bungoma County, Kenya	Ayabei, Makokha & Malenya	International Journal of Research in Engineering and Science (IJRES), ISSN (Online); 2320-9364, ISSN (Print) 2320-9356 www.ijres.org Volume II Issue 6	June 2023
6	Long Term Investment and Financial Performance of Insurance Companies in Juba County, South Sudan.	Dhor, Fwamba & Makokha	IAR Journal of Business Management, Print ISSN 2708-5147 Online ISSN 2708-5147	February 2023
7	Relationship between Receivables Management and Loan Portfolio Performance in Selected Financial Institutions in Kampala Uganda	Kawudha, Fwamba & Makokha	IAR Journal of Business Management, Print ISSN 2708-5139 Online ISSN 2708-5147	September 2022
8	Credit Terms As a Credit Management Practice And Financial Performance of Government Youth Funded Enterprises In Webuye East Sub-County Bungoma County, Kenya	Wekesa, Fwamba & Makokha	IOSR Journal of Economics and Finance (IOSR-JEF) e-ISSN: 2321-5933, ISSN: 2321-5925. Volume 13, Issue	August 2022
9	Influence of Financial Assets Diversification on Financial Performance of Commercial	Tindi, Gichure & Makokha	IOSR Journal of Economics and Finance (IOSR-JEF) e-ISSN: 2321-5933,	March – April 2022

	Banks Listed on Nairobi Securities Exchange		p-ISSN: 2321-5925. Volume 13, Issue	
10	Liquidity levels Management Practices and Financial Performance of Deposit taking SACCOS in Western Kenya	Watila, Malenya & Makokha	The Strategic Journal of Business and Change Management Print ISSN: 2414-8970. Online ISSN: 2312-9492	September 2021
11	Electronic Funds Transfer and Service Delivery in SACCOS: A Case Study of Ng'arisha SACCO, Bungoma Kenya.	Nalyanya, Abuya & Makokha	Journal of Accounting, Business and Finance Research ISSN: 2521-3830 Vol. 12, No.2, pp.53-63,2021	August 2021
12	Manager's Demography Determinant Indicators and Financial Performance (BOOK)	Makokha, Okumu	<i>LAP Lambert Academic Publishing</i> ISBN – 978- 620-2-66853-8	2020
13	Influence of Managers' Demographic Information on the Relationship Between Financial Determinants Indicators And Financial Performance of Commercial Banks in Kenya	Makokha A.,	<i>International Journal of Social Sciences and Information Technology</i> ISSN: 2412-0294 Vol V Issue V, May	2019
14	Information Sharing and Supplier Performance in Sugar Processing Firms in Kenya	Makokha A.,	<i>International Journal of Social Sciences and Information Technology</i> ISSN: 2412-0294 Vol V Issue III, March	2019
15	Collateral Security as a Determinant of Financial Performance of Commercial Banks in Kenya	Makokha A.,	<i>International Journal of Social Sciences and Information Technology</i> ISSN: 2412-0294 Vol V Issue II, February	2019
16	Credit Information Sharing and Financial Performance of Commercial Banks in Kenya	Makokha A.,	<i>International Journal of Social Sciences and Information Technology</i> ISSN: 2412-0294 Vol IV Issue VIII, August	2018
17	Influence of Supplier Involvement on Supplier Performance in Kenya	Sikuku, A., Namusonge G., Sakwa M.,	<i>International Journal of Social Sciences and Information Technology</i> ISSN: 2412-0294 Vol IV Issue V	2018

18	Effect of Risk Management Practices on Financial Performance in Kenya Commercial Banks	Makokha, A., Namusonge G., Sakwa M.,	<i>Research Journal of Finance and Accounting</i> ISSN 2222-1997 (Paper) Vol. 7, No. 16,2016	2016
17	Effect of Portfolio Diversification on Commercial Banks Financial Performance in Kenya	Makokha, A., Namusonge G., Sakwa M.,	<i>International Journal of Business and Management Invention</i> ISSN(Online): 2319-8028. Volume 5 Issue 9// September, 82016//PP-05-08	2016
18	Determinants Of Implementing Financial Management Systems (BOOK)	Makokha A., Ujunju M., Wanyama W.	<i>LAP Lambert Academic Publishing</i> ISBN – 978-3-659-62087-4	2015
19	Effect of Real Time Gross Settlement on Financial Performance of Public Universities in Kenya	Makokha A., Mbugua S., Fwamba R.	<i>Global Journal of Commerce and Management Perspective</i> ISSN, 2319-7285. VOL.4(2): 45-49	2015
20	Implementation of Enterprise Resource Planning Systems in Kenyan Public Universities	Makokha A., Musiega D., Juma S., Ujunju M	<i>Research Journal of Finance and Accounting</i> Vol.4, No.6 ISSN: 2222-1697 (Paper) 2222-2847 (Online),	2013
21	Effects of Business Process Re-engineering on Implementation of Financial Management Systems	Makokha A., Ujunju M., Wepukhulu R.	<i>Research Journal of Finance and Accounting</i> vol. Vol.4, No.12, 2013 ISSN 2222 – 1697(Paper) 2222 – 2847 (on line)	2013
22	Examining how top management commitment and support affects implementation of Financial Management Systems	Makokha A., Ujunju M., Juma S.	<i>International Journal of Current Research</i> Vol. 5, Issue, 10, pp.2942-2948 ISSN: 0975-833X	2013
23	Education level as a determinant of Micro Credit Access by Women owned micro and small Enterprises in Kenya	Malenya A, Ujunju M., Makokha A	<i>Global Journal of Commerce and management perspective</i> VOL. 2(5):29-33 ISSN: 2319 – 7285	2013

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