



# WINNIE WAMBUI

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0796685320

P.O Box  
78741-00507,  
NAIROBI.

## Skills

- 1. Proficient in working with Microsoft office tool
- 2. QuickBooks
- 3. Frontend web programming
- ✓ Html
- ✓ Css
- ✓ JavaScript
- ✓ React

## Reference

**Titus Kioko - "Redhill college "**

Director  
0724039932

**Angela Akweyu - "Zana Africa "**

Supervisor  
0732570817

## Languages

English  
Kiswahili

## Objective

Seeking to leverage my technical knowledge and skills to foster the success of the organization as I grow in an integral, professional and adaptable manner

## Experience

- Zana Africa Group** 6/6/2022 - 13/8/2022  
Finance intern
  - Filing statutory returns i.e NHIF,NSSF,PAYE
  - Reconciling cash and receipts
  - Maintaining accounts receivable and payables
  - Updating financial statements
  - Posting journal entries
- Redhill college** 2020 - 2021  
Junior accountant
  - Assisting in posting financial data into system
  - Invoicing students and maintaining student register
  - Receiving payments
- Master couriers** 2017 - 2018  
Mpesa agent
  - Depositing and withdrawaing services
  - Money in money out reconciliations
  - Customer enquires

## Education

- REDHILL COLLEGE OF MANAGEMENT** 2021-2022  
CERTIFIED PUBLIC ACCOUNTANT  
CPA PART III Section 6
- REDHILL COLLEGE OF MANAGEMENT** 2019-2020  
ACCOUNTING TECHNICIAN DIPLOMA  
ATD GRADUATE- Grade - pass
- GATITU HIGH SCHOOL** 2013-2016  
Kenya certificate of Secondary Education  
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## Projects

- Portfolio project**  
<https://winnie-wambui.netlify.app>