

YONA SAKAJA MANG'USHO

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Personal Profile Brief

Yona Sakaja Mang'usho is a strategic project manager professional, with critical analytical and interpersonal skills in project human resource, strategic monitoring and evaluation for tracking and improving performance. Highly experienced administrator, trainer and consultant in strategic project monitoring and evaluation, human resource and strategic management, with 15 years' experience coordinating administrative functions in diverse University of Nairobi, Faculty of Business and management Sciences. He is Well-versed with Organizational Management processes, human resource management, strategic planning and quality management and control where he has gained skills and knowledge through experience, research and publications. He is a specialist in planning and management, monitoring and evaluation, human resource management and strategic management where he has practiced and consulted for individuals and organizations to meet targets and plan a head of time to avoid risks and uncertainties. Actively participated in high-level policy development and public administration, university-level teaching, academic research and graduate supervision, performance leadership in performance contracting, academic leadership and administration, innovation management and change leadership to mention but a few.

Education

Period	Course/Institution
2014-2023	PhD- Project Planning and management University of Nairobi (Monitoring and Evaluation)
2020-2021	PGD- Human Resource Management (Distinction) University of Nairobi
2009-2011	Master of Arts in Project Planning and Management, University of Nairobi
2004-2008	Bachelor of Education (arts) [Second Upper] University of Nairobi

Professional Association

1. Kenya Professionals Project Managers Association
2. Institute of Human Resource Management (IHRM)

Membership Of Boards

1. 2018- 2021: Chairman, Board of Management of Kenya Professionals Project Managers Association
2. 2020- To date: Member, Kitale Green Growers Association.
3. 2008- To date: Member, University of Nairobi Alumni Association.

Career Objectives

- i. To offer leadership, influence and transform lives through better service delivery
- ii. To enhance engagement in publications and knowledge development in Monitoring and Evaluation, Human resource and strategic management.
- iii. To enhance mentoring to Junior Employees, Capacity building and Carrier development.

Work Experience

2009 – to date University of Nairobi			
Position: Assistant Registrar and Part-time lecturer			
SNo.;	HANDS ON EXPERIENCE	ACTIVITIES	PERIOD
1.	Administrative work	Manage daily administrative operations	14 years at University of Nairobi
2.	Lecturing	Teaching project management courses, research and supervision	11 years
2.	Productivity measurement committee	Mainstreaming productivity in the university	2023/2024Yr
3.	Steering committee, installation of Koitaleel Samoe university	Initiate and coordinate marketing, teaching of new programs	3 years
4.	Conference secretary	Coordinate and manage the university faculty conferences	4 years
5.	Chair of faculty complaint handling committee	Objectively review and timely resolve public complaints	3 years
6.	Member of university admissions management board	Admissions policy development and implementation	3 years
7.	Member of university graduation committee	Plan and coordinate graduation processes	2 years
8.	Secretary of department of business management board	Participate in the departmental policy development and implementation	6 years
9.	Member of faculty management board	Participate in the faculty policy development and implementation	2 years
10.	Member of department	Review examination policies	3 years

	examination management board	and implement	
11.	Consultancy	Review develop and implement strategic plan 2018/2022	6 Months at Sang'alo institute of science and technology
12.	Consultancy	Develop NG-CDF strategic plan 2022 to 2027	12 months Sang'alo
13	Consultancy	Develop NG-CDF strategic Plan 2022 to 2027	Saboti constituency 6months
14	Consultancy	Develop NG-CDF strategic Plan 2022 to 2027	Kiminini constituency 6months
15	Consultancy	Plan Cascading and implementation of Executive Office of The President Strategic plan 2023/2027/8	Ikolomani constituency 6months Executive Office of the Deputy President 3months
16	Head of feasibility study	Conduct and report on feasibility study to open school of business in Eldoret	CESSP 6months
17	Head writing of MIS modules	Write modules for post graduate and undergraduate students	3 years at ODeI Campus

Skills

- **Communication Skills:** Communicates very well both orally and in writing. Possess good presentation skills and people handling techniques.
- **Interpersonal Skills:** Ability to work in a team, demonstrated ability to build agreement and navigate complex and appropriate frameworks. Ability to develop effective working relationships with other program partners and counterparts.
- **Decision Making and Problem-Solving Skills:** I am able to make timely, well considered and logical decisions on problem situations that may arise so as to find appropriate and workable solutions.
- **Analytical Skills:** Recognizes areas of weaknesses requiring improvements and makes recommendations to the management for consideration, approval and implementation.
- **Planning and Organizing:** Refined planning and organizational skills that balance work, team support and ad-hoc responsibilities in a timely and professional manner.
- **Teamwork:** Possess strong commitment to team environment dynamics with the ability to contribute expertise and follow any directives at appropriate times.
- **Computer Skills:** Proficient in Microsoft packages and Microsoft Outlook.

Responsibilities:

Managerial responsibilities

- Serve as the Principal advisor and Secretary to the Department.
- Provide secretariat services to the Department main committee on a regular basis and ensure proper documentation of all deliberations for future reference.
- Coordinate the periodic collection of evidence used in gauging achievement of performance targets within the department for use in decision making on how to enhance performance.
- Advise the Department on all Administrative matters.
- Interpretation of statutes and Terms of Services to Non-teaching staff
- Advice on adherence to Rules and Regulations governing students conduct as stipulated in the University Statutes.
- Supportive and custodial or protective of the rights, interests, resources and property of the Department.
- Support on designing and reviewing job descriptions of non-teaching staff in the department.
- Participate in staff and students' disciplinary committees for professional guidance and enforcement of ethical behavior.
- Recommending human resource policies and procedures.
- Maintaining the University staff handbook, policies and procedures.
- Advising on new policies, approaches and procedures to department Management Committee
- Communicate to departmental staff any information from the University and Faculty governance organs.
- Coordination of both internal and external conferences held by the department.

Operational Responsibilities:

- Prepare for submission Departmental quarterly performance contract reports so as to evaluate ongoing performance
- Maintain a department performance contracting database and reports for future reference and record keeping.
- Prepare for submission department annual performance contract reports in order to evaluate ongoing performance.
- Sort, distribute and monitor performance targets and periodic assignments for staff in the Department
- Coordinate department annual performance evaluation to meet the required policies and requirements;

- Identify and track performance benchmarks to be used in comparisons in order to improve quality of services.
- Participate in development of the department Strategic Plan in line with the set policies and guidelines.
- Participate in the harmonization of departmental Annual Work Plans to ensure they are standardized and that they have common goals
- Carry out annual, mid-term and ad-hoc evaluations on performance contract and explain any significant variations in performance to the Faculty Management
- Develop and implement a performance monitoring framework and system in line with the university and faculty indicators.

**2009 to 2018; University of Nairobi, School of Open and Distance Learning,
Position: Regional Coordinator/Administrator,**

Main activities and responsibilities:

- Constitute and Chair Regional meetings
- Advocate for Stakeholders Participation in the programme
- Develop regional strategic Plans cascaded from the Parent objects
- Prepare Regional Annual Budget and Regional Procurement Plans
- Allocating duties and responsibilities to non-teaching staff
- Facilitate distance Learning programmes in the region
- Marketing university programs in the region
- Guiding and counseling students
- Organize and facilitate graduation of certificate students
- Maintain good learning Environment
- Develop and maintain fee payment records
- Develop and maintain facilities records
- Train, develop and motivate staff members

Teaching Experience/ Responsibilities

Teaching Units (11 years' Experience)

- i. DBM 101: Marketing management (Diploma students)
- ii. DBM 106: Marketing planning and control (Diploma students)
- iii. DHRM 108: Human resource management (Diploma students)
- iv. BBS 306: Marketing research (Bachelors Distance Educ. students)
- v. LPM 105: Principles of marketing (Bachelor's students)
- vi. LPM 203 Project identification, formulation and appraisal (Bachelor's students)
- vii. LPM 409: Managing the monitoring and evaluation systems (Bachelor's students)
- viii. LPM 415: Methods and theories in monitoring and evaluation (Bachelor's students)
- ix. LDP 612: Management information systems (Masters students)
- x. LDP 601: Fundamentals of Management (Masters students)

- xi. LDP 603: Research Methods (Masters students)
- xii. LDP 630: Research Project Proposal and Report Writing (Masters students)

Publications

- Mangusho, Y. S., Murei, R. K., & Nelima, E. (2015). Evaluation of talent management on employee's performance in beverage industry: A case of delmonte Kenya Limited. *International Journal of Humanities and Social Science*, 5(8), 191-199.
- Akali, T., & Sakaja, Y. (2018). Influence of contractors' financial capacity on performance of road construction in Kakamega county. *American Scientific Research Journal for Engineering, Technology, and Sciences (ASRJETS)*, 46(1), 34-50.
- Mwangi, A. C. & Sakaja, Y (2017). *Influence of Innovation Services on Customer Satisfaction, a Case of Kenya Power and Lighting Company Limited, Elgeyo Marakwet County* (Doctoral dissertation, University of Nairobi).
- Ombati, R., & Sakaja, Y. (2018). Influence of Risk Management Practices on Performance of Roads Construction Projects: Case of Kenya Urban Roads Authority, North Rift Region, Kenya. *The International Journal of Humanities & Social Studies*, 6(11), 105-114. Retrieved 5 June 2022, from.
- Ngati, M., & Sakaja, Y. (2018). Determinants Of Access to Formal Land Dispute Resolution Mechanisms in Uasin Gishu County, Kenya. *American Scientific Research Journal for Engineering, Technology, And Sciences (ASRJETS)*, 37(1). Retrieved 5 June 2022, from.
- Ochieng, K., & Sakaja, Y. (2017). Influence of Kenya rural roads authority capacity on completion of construction projects in Uasin Gishu region, Kenya (Masters). University of Nairobi.
- Mbevi, E., Sakaja, Y., & Ochieng, O. (2020). Influence of Road Safety Training on Motorcycle Accidents in Kimilili Sub – County, Bungoma County – Kenya. *International journals of academics & research - ijarke*, 2(2), 9-17.
- Vigedi, M., & Sakaja, Y. (2017). Influence of Agricultural Training Services on Livelihoods of Women Self-help Groups in Kapseret Constituency in Uasin Gishu County, Kenya. *American Scientific Research Journal for Engineering, Technology, and Sciences (ASRJETS)*, 38(1), 7-16.
- Mwangi, A. C., & Mangusho, Y. S. (2017). Influence of Innovation Services on Customer Satisfaction, a Case of Kenya Power and Lighting Company Limited, Elgeyo Marakwet County. *American Scientific Research Journal for Engineering, Technology, and Sciences (ASRJETS)*, 37(1), 273-286.
- Rotich, J. K., & Mang'usho, Y. S. (2017). Influence of Moi Teaching and Referral Hospital Health Outreach Programme on Maternal Child Health in Nandi Central Sub-County. *American Scientific Research Journal for Engineering, Technology, and Sciences (ASRJETS)*, 38(1), 77-91.

Gicharu, P. N., & Mang'usho, Y. S. (2017). Factors Influencing Supply of Petroleum Products in Kenya; A Case of Kenya Pipeline Company, Eldoret Depot, Kenya. *American Scientific Research Journal for Engineering, Technology, and Sciences (ASRJETS)*, 37(1), 151-161.

Sakaja Y.M, Nyonje R., (2014) Evaluation of public university expansion strategy on service delivery: a case of university of Nairobi, Extra Mural Department, *International Journal of Humanities and Social Science*, Vol 5 No. 8 pp ISSN 2220-8489

Yona, S., Nyonje, R., & Inyega, J. O. (2022). Influence Of Routine Programme Monitoring on Performance of Curriculum Instructional Project in TVET Institutions In Bungoma County, Kenya. *DbA Africa Management Review*, 12(2), 83-100.

Yona, S. M., Nyonje, R. O., & Inyega, J. O. (2022). Influence Of Routine Programme Monitoring on Performance of Curriculum Instructional Programs in TVET Institutions in Bungoma County, Kenya. *DBA Africa Management Review*, 12(4), 54-70.

Referees

S/NO	NAME	REG No	TITLE	Graduation status
1.	Millicent Owor Otieno	L50/60579/2011	Factors influencing women participation in Political Leadership, in Rongo Sub-County, Migori County, Kenya	September 2012
2.	Ken Nadeiwa	L50/84412/2012	Influence of small-scale irrigation Schemes on Improving Livelihood of Rural Farm Households: a case of Perkerra Irrigation Scheme, Baringo County	August 2013
3.	Lauren Khaguya	L50/64288/2013	Factors influencing female students' enrolment in technical courses: a case of Matili Technical Training Institute	December 2014
4	Sammary Sabila	L50/61662/2013	Factors that Influence food security on rural household of Mount Elgon Sub-County, Kenya	August 2014
5	Moses K Komen	L50/66056/2013	Factors Influencing Drug Abuse Among Secondary School Students in U/G, East Sub County, Kenya	August 2014
6	Edward Khaoya Flyingstone	L50/62132/2013	Factors that Influence Street Children Population in Kitale Township, TC, Kenya	December 2014
7	Odongo Sylus Were	L50/67019/2013	Factors that influence sustainability of CDF Funded Projects in Public Primary Schools in Kwanza Sub-County, Kenya	December 2014
8	Reuben Tingu Mususndi	L50/70283/2013	Influence of Resource Mobilization Strategies on performance of Total War Against AIDs Youth Projects in Turbo SUB-County, Kenya	September 2015
9	Wycliffe Mabonga	L50/73527/2014	Influence of Micro-Finance institutions Group Lending Mechanism on	September 2015

			Enterprise development of rural women in Transzoia West Sub-County, Kenya	
10	Ann Wanjiku Mwangi	L50/73529/2014	Factors that influence growth of women economic Projects: a case of Kenya women finance trust in Saboti sub-county Kenya	September 2015
11	Simon K Wahome	L50/73943/2014	Influence of Youth enterprise development fund on youth projects development in trans nzoia west sub-county, Kenya	September 2015
12	Antony Chuma Mwangi	L50/84417/2012	Influence of Innovation Services on Customer Satisfaction, a Case of Kenya Power and Lighting Company Limited, Elgeyo Marakwet County.	December 2017
13	Kenneth Ochieng Adinda	L50/83916/2016	Influence of Kenya rural roads authority capacity on completion of construction projects in Uasin Gishu region, Kenya	December 2017
14	Peter Ndegwa Gicharu	L50/85257/2016	Factors Influencing Supply of Petroleum Products in Kenya; A Case of Kenya Pipeline Company, Eldoret Depot, Kenya	December 2017
15	Joseph Rotich Kiplagat	L50/60100/2008	Influence of Moi Teaching and Referral Hospital Health Outreach Programme on Maternal Child Health in Nandi Central Sub-County	December 2017
16	Chol Peter Ajith	L50/82980/2015	Factors influencing real estate investment in Kenya; a. Case of Uasin Gishu county, Kenya.	December 2017
17	Vigedi Maureen	L50/84015/2016	Influence of Agricultural Training Services on Livelihoods of Women Self-help Groups in Kapseret Constituency in Uasin Gishu County, Kenya.	December 2017

PROF. JUSTUS INYEGA

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