



COMPANY PROFILE



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ABOUT US

1.0 WHO WE ARE

Target Management Consultants is a business and personal improvement consulting firm, specializing in Training, Coaching and Management Consulting based in Kenya and Located in Nairobi City County Kenyatta Avenue 680 Hotel building suite 435. We endeavor to provide contemporary management, Auditing and Training solutions to our clientele through Innovative Consultancy, Training, Coaching and Auditing.

At Target Management Consultants we partner with our valued clients to identify and implement training, coaching, auditing and consultancy needs through provision of the necessary relevant skills to suit the unique requirements of our clients.

Target Management Consultants team consists of multidisciplinary experts and facilitators with expertise and knowledge in training, coaching, auditing and provision of management consultancy services.

2.0 VISION

To be the leading firm in Management Consultancy, auditing, provision of Training and coaching services in the region

3.0 MISSION

To equip our clients with relevant skills through capacity building, coaching, auditing, management consultancy and consistently updating them on emerging issues in relation to their needs.

4.0 CORE VALUES

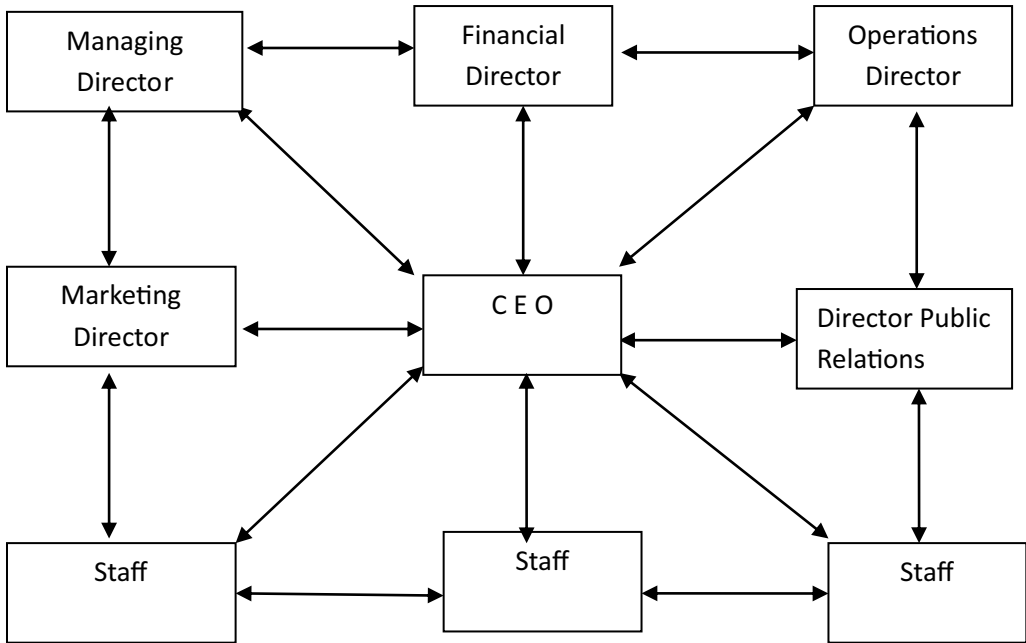
Our Core Values are anchored in the acronym INNOVATES:

- I-Integrity
- N-Networking
- N-Nurturing Talents
- O-Objectivity
- V-Value driven training, coaching and consultancy
- A-Accountability
- T-Team work
- E-Excellence
- S-Sensitivity to our clients' needs



5.0 ORGANIZATION FRAMEWORK

Target Management Consultants pursues an excellence orientation model of organization, as shown in the network diagram below:



The CEO is the hub in the wheel who coordinates with all other Directors and Staff to keep the institution fluid.

6.0 MANAGEMENT TEAM MEMBERS

i) CHIEF EXECUTIVE OFFICER

Mr. Ali Haji Omar

Contact-cell: +254722 866 959, email: ahaj2006@yahoo.com



The Consultant is an expert in Human Resource Management and Development. Mr. Omar has a Master's degree in Human Resource Management; he holds a degree in Public Administration Majoring in Human Resource Development and a Degree in Business Administration. Mr. Omar has vast experience in Training and Consultancy for over 20 years. He also has a wide experience and knowledge in Management having served as an executive officer of 3z foundation and a chief executive officer for Darul Irshaad charity organization. Currently he is a HR Manager at Ten Commodities and Wholesale Ltd. He is a full and practicing member of the Institute of Human Resource Management of Kenya.

ii) MANAGING DIRECTOR

Mr. Teri Hudson Mwarisha

Contact -cell: +254722634281, email: terieliba@yahoo.com

The consultant is an expert in Project Management, Monitoring and Evaluation, Business Administration and Management,

Business Proposal Development and Training for over 20

years. The Consultant is currently pursuing a PHD in Business Administration - Project

Management option at Kenyatta University. He hold a Master degree in Business

Administration (M BA) in Project Management from Kenyatta University and a Bachelor

degree in Business Administration management option from University of Eastern Africa

Baraton. His key competencies are Project Planning, Project Audit, Project Monitoring and Evaluation, Project report writing, Proposal writing, Baseline survey among others.



iii) FINANCIAL DIRECTOR

Mr. Sebastian Oruru Orina
Contact- cell: +254 722 883 942,
Email: oruru.orina@targetmc.com



The Consultant is an expert in Finance, Accounting and Auditing. He holds a Master in Business Administration (MBA) in Finance from the University of Nairobi and a Bachelor of Science degree in Statistics from Moi University. He is also a Certified Public Accountant (CPAK). Currently he is pursuing a PHD in Finance at the Jomo Kenyatta University of Science and Technology. His key competencies are in training Financial Management, Financial Risk Management and Auditing. The Consultant is also an author of two celebrated books: Advanced Financial Management and Financial Risk Management

iv) Director

MR. HASSAN ABDI

Abdi has a Diploma in sales management & marketing with over 20 years of experience. Proven success in running marketing campaigns and implementing marketing strategies that have pulled increase in qualified leads. Proficient in content, social media and inbound marketing strategies. Skilled, Creative & Innovative. Adaptable and transformational leader with an ability to work independently, creative effective presentations and developing opportunities that further establish organizational goals





7.0 OUR SERVICES

TRAINING

FINANCE & ACCOUNTING TRAININGS

- Tax Management and Planning
- Financial Management
- Financial Derivatives
- Forensic Auditing and Investigations
- Public sector Accounting and Public sector Finance
- Financial Modelling and Forecasting
- Public sector working capital management.



N.B: We can Tailor Training programs to meet unique needs

HUMAN RESOURCES MANAGEMENT TRAININGS

- . Human Resources Planning
- . Employment Management
- . Employment Relationships Management
- . Training and Development
- . Rewards Management
- . Performance Management
- . Occupational Health and Safety (OSHA)
- . Team Building
- . Retirement Planning
- . HR, Metrics & Analytics

N.B: We can Tailor Training programs to meet unique needs



8.0 OUR SERVICES

TRAININGS

ORGANISATION MANAGEMENT & ADMINISTRATION TRAININGS

- .Business Management
- .Modern Office Administration
- .Personal Assistant development
- .Supervisory Skills Development
- .Leadership Programs
- .Public Relations Management
- .Customer Service Management
- .Purchasing and Procurement

N.B: We can Tailor Training programs to meet unique needs

PROJECT MANAGEMENT TRAININGS

- . Project Planning
- . Project Proposal Writing
- . Project Monitoring and Evaluation

N.B: We can Tailor Training programs to meet unique needs



TRAINING

ICT TRAININGS

- . Basic concepts of ICT
- . Digital literacy and computer skills
- . Computer applications
- . Networking and system administration
- . Data analysis using excel
- . Advanced excel
- . Dynamic Business Reports and Dashboards Using Excel
- . MS Excel Skills for Business
- . MS PowerPoint for Managers
- . MS Project for Managers
- . Cyber security Fundamentals for Managers
- . MS Project
- . MS Excel for HR & Administrative Professionals
- . ICT Skills for PA, Executive Assistant & Office Administrator

N.B: We can Tailor Training programs to meet unique needs



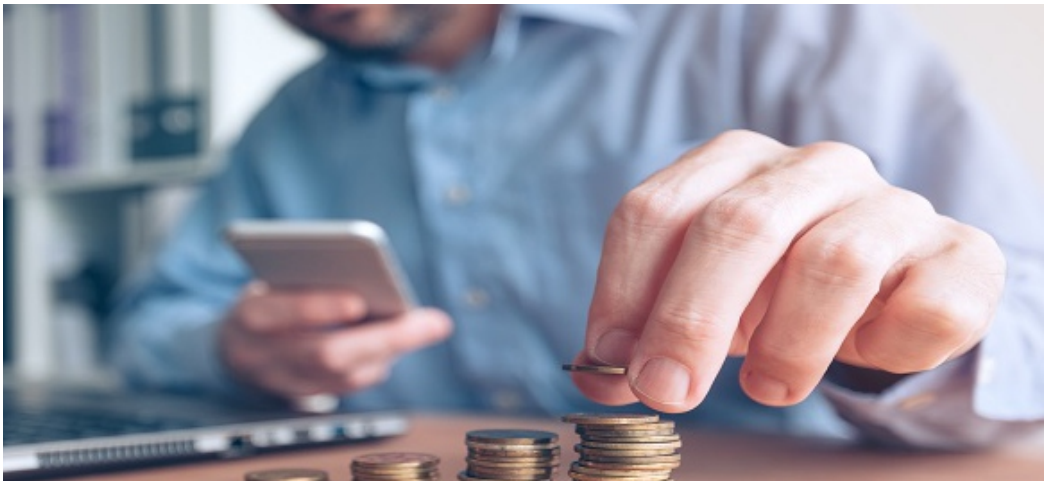


OUR SERVICES

CONSULTANCY

MC PROVIDES CONSULTANCY IN THE FOLLOWING AREAS:

- . Policies and Procedure Manual Development
- . Customer Satisfaction Surveys
- . Strategic Plan Development
- . Recruitment and Selection
- . Baseline Surveys
- . Feasibility Studies
- . Performance Audits
- . Domains both .CO.KE & .COM
- . Website & Email Hosting Services
- . Website & Graphics Design Services
- . Digital Online Marketing Services
- . Branding & Printing Services





9.0 WORK DONE

2019

Effective Change Management and Advance Occupational Health and Safety Course
PARLIAMENT OF UGANDA

Effective Office Administrative and Computer Skills Development Course
PARLIAMENT OF UGANDA

Professional Communication and Public Speaking Course
PARLIAMENT OF UGANDA

Report And Minutes Writing Skills
PARLIAMENT OF UGANDA

Information Technology and Systems for Office Secretaries and Administrative Professionals
PARLIAMENT OF UGANDA

2019

Digital Secretary and Administrative Professional Course
PARLIAMENT OF UGANDA

Workshop On Administration and Office Management: Best Practices and Technologies
PARLIAMENT OF UGANDA

Management Development Program Course
PARLIAMENT OF UGANDA

2020

Office Protocol and Etiquette Course
PARLIAMENT OF UGANDA

Advanced Office Management and Administrative Skills
PARLIAMENT OF UGANDA

Library Administration and Management Workshop
PARLIAMENT OF UGANDA

Office Management and Administrative Skills
PARLIAMENT OF UGANDA

Strategic Management Workshop
PARLIAMENT OF UGANDA

2019

Customer Service Excellence and Building Solid Public Relations Workshop
PARLIAMENT OF UGANDA

Coaching And Mentoring Course
PARLIAMENT OF UGANDA

2021

Recruitment and Selection of managing director for
GATANGA COMMUNITY WATER SCHEME

Personal Assistants and Secretaries Development
PARLIAMENT OF SOUTH SUDAN

Financial analysis; evaluation, budgeting and decision making
PARLIAMENT OF SOUTH SUDAN

Protocol, Etiquette and Hosting
PARLIAMENT OF SOUTH SUDAN

2019

International Relations, Protocol and Diplomacy Course
PARLIAMENT OF UGANDA

Strategic Management Course for Administrators
PARLIAMENT OF UGANDA



WORK DONE

2015

Training of staff members on “Modern office management skills” from **PARLIAMENT OF UGANDA**

Performance Evaluation for **KAJIADO MEDICAL CENTER PROJECT**

Company profile, business plan and strategic plan for **MOHA INVESTMENT**

Business and Marketing plan for **NURU PREPARATORY SCHOOL**

Company profile, business plan and strategic plan for **SAMALA ENTERPRISES**

Recruitment, selection and placement of staff for **JUJA GIRLS HIGH SCHOOL**

2018

Supervisory and Leadership Skills course. **PARLIAMENT OF UGANDA**

Training of staff on Professional Skills for Administrators and Secretaries. **PARLIAMENT OF UGANDA**

2016

Training of Staff Members on PA/Secretaries Development Course. **PARLIAMENT OF UGANDA**

Training on Leadership Development. Staff of **PARLIAMENT OF UGANDA**

Team building for staff members **PARLIAMENT OF UGANDA**

Situational Audit and Strategic plan for **COMFY INN ELDORET**

Site visit and Survey of KMC on behalf of **PROAND-PRIME CONSORTIUM**

HR plan and Audit for **PCEA WOGECT**

Hotel Mombasa

2018

Training on Archiving and Museum Management Course- Library staff. **PARLIAMENT OF UGANDA**

Monitoring and Evaluation of a water project sponsored by **DARUL IRSHAAD CENTER**

2017

Situational Audit, Finance Audit and HR Strategy for **AFRICA INSTITUTE OF RESEARCH AND DEVELOPMENT**

Training on Advanced ICT for Office Administrators. **PARLIAMENT OF UGANDA**

Training staff on Policy development and Implementation. Policy Department- **PARLIAMENT OF UGANDA**

Training on Front office management. **COMFY INN and PARLIAMENT OF UGANDA**

Training staff on PA/Secretaries Development Course. **3Z FOUNDATION**

2018

Training Secretaries on Report writing, Minutes and Presentation Skills. **MINISTRY OF TRANSPORT UGANDA**

10.0 OUR TRAINING



11.0 OUR GRADUATIONS



12.0 OUR EXCURSIONS





13.0 OUR CLIENTS



Darul Irshaad
Centre
Nairobi - Kenya



Gw Gatanga Community
Water Scheme





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