

## JANE KARONGA

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**Objective:** To apply my professional and educational experiences in: Quantitative Economic Analysis, Economic Policy, Program Management and Strategic Planning.

### **Professional Profile:**

M.A. (Economics): Graduate with hands-on business experience and a solid background in economic, financial and statistical research and analysis.

- **Economic Research and Analysis Skills**
  - Expertise in economic policy research, development and execution.
  - Savvy in applying economics tools and skills to any fields
  - Proficiency in economic analysis and forecasting across business fields
  - Proven ability in applying econometric and statistical models to solve business and economics problems
  - Ability to perform economic strategic analysis of investments in resource use and management
  - Skilled in preparing & presenting economic data testimony for stakeholders & regulatory agencies
  - Possess sound knowledge to undertake economic impact and risk assessment on business and academic projects
- **Financial and Statistical Research and Analysis Skills**
  - Superior statistical, analytical and quantitative skills backed by a degree in economics/math
  - Solid background in initiating, planning and executing research and analysis in business strategic areas.
  - Ability to perform financial and economic risk analysis to facilitate strategic business decision-making
- **Marketing, Sales and Business Management**
  - Solid background in initiating, planning and executing sales and marketing plans
  - Proven ability to capitalize on market trends and business cycles.
  - Ability to create visionary operational strategies and strategic business plans
  - Strong ability to cultivate local business community relations
  - Familiar with business trends and cycles in USA.
- **Leadership, Communication, Team & IT Skills**
  - A decisive team leader with a record of leading successful program and project teams.
  - Persuasive communicator with strong negotiation and interpersonal skills
  - Strong ability to develop meaningful relations with customers, staff and the public
  - Ability to interact with students in nurturing their educational and lifetime goals
  - Software: Microsoft (Word, Excel, Access, Power Point), Stata, E-Views, PC Give, SAS & Mathematica

### **Work Experience:**

**United Nations Economic Commission for Africa (UNECA)**

**March' 11-Present**

- **Programme Management Officer:** Responsibilities
  - Work with member states and stakeholders to facilitate the development, implementation and evaluation of trade related assigned programmes/projects;
  - Develop and enhance guidelines for programme assessment, monitoring and reporting to advance results-based programming;
  - Provide substantive guidance and facilitate the Project's monitoring and evaluation processes
  - Consolidate periodic reports on progress in achieving the outcomes of the project, liaise with relevant partners; and identify and track follow-up actions;
  - Carry out research on selected aspects of programmes, review relevant documents and reports; collect, analyze and present statistical data and other information gathered from diverse sources and provide substantive support for evaluation exercises
  - Project coordination and prepare a report to Board meetings;

- Participate in survey initiatives, issue data collection tools, review, analyze and interpret responses, identify problems/issues and prepare preliminary conclusions
- Prepare various written outputs such as background papers, analytical notes, reports and studies, inputs to publications, etc
- Responsible for ATPC newsletter and for supervising inputs for the ATPC website and provide administrative and substantive support to consultative and other meetings.

**Achievements:**

- Successfully coordinated the Africa Trade Forum, 2011, 2012 with themes, “Can Africa Trade Itself Out of Poverty?” Accelerating Intra-African Trade and Enhancing Africa’s participation in Global Trade and Boosting Intra-African Trade and Establishing the Continental Free Trade Area respectively.

**United Nations Economic Commission for Africa (UNECA)**

**December’ 09 – February’ 11**

• **Economic Affairs Officer:** Responsibilities

- Conduct studies and prepare technical and policy report on (1) aggregate economic performance and social development in African countries, (2) assessment of the macroeconomic frameworks in relation to national development goals (including the MDGs and employment creation), (3) utilization of macroeconomic models for policy analysis and advice (especially MDG-based country macroeconomic models).
- In particular, contribute to the preparation of chapters of the Economic Report on Africa (ERA) and the Overview of Economic and Social Developments in Africa.
- Follow closely economic performance at the sub-regional level and contribute to the evaluation of sub- regional surveys of economic and social conditions;
- Undertake studies and recommend policies to improve effectiveness in macroeconomic policy making in African countries;
- Contribute to the organization and servicing of expert group meetings, workshops and seminars on macroeconomic and development issues in Africa;
- Contribute to the preparation of the biennial work programme of the Division;
- Undertake joint missions as team member in relation to technical assistance and institutional capacity building in African countries under specific work program activities and any development account projects
- Perform other duties as required, including administrative tasks necessary for the final delivery of the Section’s and Division’s outputs.

**Achievements:**

- Lead author of chapter 5 in Economic Report on Africa (ERA) 2010 and contributed to ERA 2011
- Successfully serviced the Conference of Ministers of Finance, Economic Development and Planning 2010 & 2011, Lilongwe Malawi and Addis Ababa, Ethiopia respectively
- Contributed to the preparation of the Global Report, World Economic Situation and Prospects 2011.
- Coordinated and serviced Internal and External Peer Review meetings for ERA 2010 & 2011
- Presented ERA 2010 chapter 5 to Internal and External Peers for comments
- Provided technical support towards the Capacity building workshop on Enhancing the Capacity of African member States to Achieve Macroeconomic Policy Convergence in Central and West Africa

**KidzPluz International, Inc.** Nashville, Tennessee

**August ’05 – Nov 2009**

• **Director: Research, Grants and Development :** Responsibilities

- Formulating and implementing projects for KidzPluz’s International and Development Division.
- Initiating, planning and executing economic policy research and analysis for KidzPluz’s business projects
- Performing economic strategic analysis of projects/investments in resource use and management
- Applying econometric & statistical models to solve business problems & operational deficiencies

- Initiating and executing fund raising campaign activities guided by solid business and ethical standards
- Writing grant proposals and soliciting for funding for my division and other company projects
- Formulating, implementing and evaluating divisional operational budgets
- Preparing and presenting quarterly operational progress reports to CEO & board of directors

**Achievements:**

- Raised over US150 000.00 for our organization
- Assisted over 50 children with obesity challenges to reach their recommended healthy weights

**Nashville Community College, Nashville TN 37203**

**January '09- December 2009**

- **Adjunct Faculty: Responsibilities**

- Teaching undergraduate students principles of microeconomics and macroeconomics
- Evaluation of exams and homework
- Providing office hours to assist students with their assignments

**Achievements:**

- Successfully taught over 25 students in Principles of Macroeconomics and Macroeconomics
- Received excellent end of semester comments/feedback from students

**Tennessee Personal Assistance, Inc. Nashville, Tennessee 37211**

**June '05 –Jun 2009**

- **Program Manager: Responsibilities**

- Managing personal assistance services in accordance with TPA and Tennessee Department of Mental Retardation Services policies
- Supervising and motivating staff to meet and exceed performance expectations
- Hiring, training and disciplining staff to ensure quality and excellence in service delivery
- Evaluating staff performance objectively and recommend appropriate actions
- Preparing and writing monthly review that reflects the implementation of the individuals Support Plan
- Ensuring client safety and satisfaction through monitoring the delivery of quality services
- Formulating, implementing and evaluating operational program objectives and strategies.

**Achievements:**

- Improved client satisfaction, retention, safety and 100% audit compliance in my area of supervision.

**Vanderbilt University, Dept of Economics, Nashville Tennessee 37211**

**Aug.'05 – May' 07**

- **Graduate Research Associate: Responsibilities:**

- Initiated and implemented projects in the Economics Department
- Assisted with admission and advisement of Program Applicants
- Evaluated and processed externship applications from students
- Tutored undergraduate students and evaluated tests in economics
- Correspondent and Associate to Program Applicants.
- Worked in a team that performed evaluations & recommended curriculum improvements
- Assisted students with research and data analysis

**Winston-Salem State University, Winston-Salem North Carolina**

**Jan.'01 – May' 05**

- **Tutor/Office Associate: Responsibilities:**

- Tutoring undergraduate students (micro/macroeconomics)
- Assisting students with their assignments
- Fund raising associate and planner for International students' trips

**Zimbabwe Newspapers, Harare, Zimbabwe**

**July '95 – Dec. 2000**

- **Marketing and Advertising Manager: Responsibilities**

- Marketing and sales of advertising space
- Maintenance and expansion of Newspaper market share
- Customer relations and client base development.

- Document preparation, writing, typesetting and preparation of client's advertisements
- Customer satisfaction surveys
- Business development and customer service
- Key accounts management
- Sales and trend analysis by brand, outlet type and area
- Organizing public relations functions for the area's sales accounts

#### Achievements:

- Introduced a new sales promotional concept
- Recognized as a employee of the year 1996 for exceeding sales targets

#### Education:

- **M. A. (Economics)** Vanderbilt University, Nashville, TN **May 2007**  
Thesis: *"Do Remittances Reduce Poverty? Evidence from African Countries"* Comprehensive Surveys, study and statistical analysis of remittances, migration and economic development
- **B. S. Summa Cum Laude, (Economics/Math)** Winston-Salem State University **May 2005**  
Winston-Salem, NC
- **American Economic Association Summer Program** **2004, 2005**  
Duke University, Durham, NC
- **It's All About Business Summer Program** **2004**  
Wake Forest University, Winston-Salem, NC

#### Honors and Awards

- James S. and Rosemary Worley Fellowship, 09/2005
- Who's Who Among Students in American Univ. and Colleges, 2004
- Winston-Salem State Univ. Leadership Institute Award, 2002-2004
- Best Delegate Award, Model United Nations Conference, 2004
- Dean's List, 2002-2005
- Academic Excellence Award from Student Support Services, 2005
- Academic Excellence Award: Alpha Epsilon Alpha, 2005
- Thurgood Marshall Conference Delegate, 2004
- Beta Gamma Sigma 2004-Lifetime

#### Research Papers

- "Do Remittance Reduce Poverty? Evidence from African Countries" May 2007
- "Do the Effects of Disorganized versus Organized corruption Stifle Economic Performance?" 08-2005
- "Trends of HIV/AIDS Awareness in Zimbabwe; Examining behavioral changes", 08-2004
- "Regional Integration and Industrial Development in West Africa: the Journey So Far with Dr Onyeiwu", July 2012
- "Promoting Industrial Development in Africa: Serendipity or Good Policy? Co-authored with Dr. Onyeiwu", April 2012
- "Planning for Sustainable Growth and Structural Transformation in Africa: Lessons from East Asia and Latin America, Co-authored with Dr Onyeiwu", November 2012
- "Regional Integration and Industrial Development in West Africa: the Journey So Far", Co-authored with Dr. Onyeiwu, July 2012

#### Presentations

- **National Finance and Economic Association (AFEA)/AEA Conference, San Diego, January 2013**  
Paper Presented; Promoting Industrial Development in Africa: Serendipity or Good Policy? Co-authored with Dr. Onyeiwu, April 2012

- **African Institute for Economic Development and Planning (IDEP) 50<sup>th</sup> Anniversary Conference, Senegal, November 2012**  
Paper Presented: Planning for Sustainable Growth and Structural Transformation in Africa: Lessons from East Asia and Latin America, Co-authored with Dr. Onyeiwu
  
- **Seventeenth Annual Conference of the African Econometric Society (AES)/Association for the Advancement of African Women Economists (AAWE), Uganda, July 2012**  
Paper Presented: Regional Integration and Industrial Development in West Africa: the Journey So Far, Co-authored with Dr. Onyeiwu

**Articles Referenced in the following Journals**

- **The European Journal of Development (EJDR) February 2012**

**Extracurricular Activities**

General reading, writing poems, playing social volleyball & basketball, tennis, marathon and traveling

**References:** Provided Upon Request