

# DIPLOMA

IN

## FRONT OFFICE MANAGEMENT

# FOIMT

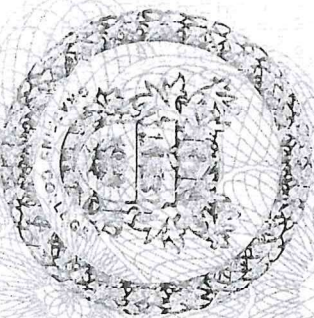
*This is to certify that*

*Stephen Nyabundi Baeine*

*has satisfied the requirement of the examiner in the following subjects:-*

- Telephone Operations
- Reception Procedures
- Switchboard Practicals
- Office Procedures

*FCM Comprises of Diploma Level only*



07<sup>th</sup> May 2009

Date

*Sharon*  
Administrator

