SUSAN NAIPANOI LETUYA

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EDUCATION

2026 (exp.)	Master's Degree – Leadership for Sustainable Development, Södertörn University, Stockholm
2014	Bachelor of Business Management (Marketing), Mount Kenya University

PROFESSIONAL SUMMARY

Sustainability professional with 10+ years of experience in circular economy, operations, and ESG-driven initiatives across public, private, and NGO sectors. Proven track record in reducing costs, improving resource efficiency, and delivering measurable environmental impact. Strong in strategic planning, stakeholder collaboration, and sustainable operations.

CORE COMPETENCIES

Sustainability & ESG: ESG reporting, Scope 1–3 emissions, circular economy, climate strategy
Operations & Supply Chain: Process improvement, logistics optimization, supply chain coordination
Strategy & Projects: Strategic planning, stakeholder engagement, partnership development

PROFESSIONAL EXPERIENCE

2024–Present
Personal Assistant (Part-time)
Private Employer, Stockholm
• Supported executive-level operations, scheduling, travel, and stakeholder communication
• Improved workflow efficiency and time management

2025–2026
Sustainability Project (University Collaboration)
Södertörn University / Huddinge Municipality
• Delivered project on circular procurement in construction
• Conducted stakeholder analysis and developed recommendations
• Produced report and training material

2022–2024
Operations Manager / Founder
Afro Kibandaski Restaurant, Nairobi
• Implemented sustainable sourcing and waste reduction
• Grew customer base by 80% and revenue by 60%
• Improved operational efficiency

2018–2020
Market Entry & Operations Consultant
SPISA Kenya
• Established export operations to Europe
• Built farmer network and improved compliance
• Increased efficiency and reduced waste

2016–2024
Operations Manager
Masters Management Enterprise Ltd.
• Led waste management operations
• Reduced costs by 25% and improved routing efficiency
• Managed partnerships and expanded client base

2014–2016
Partnership Manager
Taka Taka Solutions Ltd.
• Built partnerships with public sector and NGOs
• Led composting initiative and improved waste systems

LANGUAGES

English (Fluent), Swahili (Fluent), Swedish (Basic)