

Rubicon Technologies Limited

The RUBICON Monthly Newsletter

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Introducing Rubicon

Rubicon Technologies Limited (hereafter referred to as, Rubicon) is an Information Technology Solutions provider. We have recently been registered to offer a holistic IT solution set as explained later in this issue. Our target market is the entire five Eastern African countries, i.e. Kenya, Uganda, Rwanda, Burundi and Tanzania. Other than IT solution services, we also offer training services in the area of forensic accounting and computer forensics as well. This issue lists our current training solutions and other services that we provide.

Rubicon has a working relationship with Anax Consulting Inc. of United States of America. Our working relationship covers computer forensics training, litigation services as well as customized solution set. You are encouraged to contact us for more information.

Our Vision

Rubicon Technologies strives to produce innovative products and services that meet our customers' evolving needs and exceed their expectations. Our success is driven by demanding measurable quality in all that we do, in order to create exceptional value for our clients, our employees, and the people who invest in our company. We look forward to serve you.

Summary of our Solution Set

Our services cover;

- Training on various Certifications
- Forensic Investigations
- Data recovery services
- Websites development & hosting services

Training calendar at a glance

Course	Month
Certified Information Systems Auditor (CISA)	November 5 days boot camp
Certified Fraud Examiner (CFE)	Oct-Nov classes
Forensic Accountants course	December 2 days course

Courses offered at Rubicon

If you would like to pass your exams on first sitting, ensure you register with us for any of the following courses.

Course	Description
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CISA Exam Review Course

Maximize your potential for success on the next ISACA CISA Exam by studying with experienced, practicing and certified professionals. You'll review the Six Domain areas covered in the exam and learn successful test-taking strategies from professionals who excelled on past exams. Instructors may also include mock exams, review of past Exam questions and case studies from their own experiences. Courses vary in length from several weeks to several days (intensive) to fit your needs and schedule.



CISM Exam Review Course

Most CISM-certified members who succeed on the demanding ISACA CISM Exam after investing in a CISM Review Course agree that the opportunity to study with an experienced, accredited professional was well worth the investment. Courses may include instructor-led breakdowns of the exam's Five Domains, mock exams, and home-study preparation materials, such as CDs that contain thousands of sample exam practice questions. Courses vary in length from several weeks to several days (intensive) to fit your needs and schedule.



CGEIT Exam Review Course

Prepare yourself to pass the demanding ISACA CGEIT exam the first time by investing in an ISACA Exam Review Course. You'll study with an experienced, accredited professional who will break down the exam's Five Domains, conduct mock exams, and provide study preparation materials such as CDs that contain thousands of sample exam practice questions. Courses vary in length from several weeks to several days (intensive) to fit your needs and schedule.



CRISC Exam Review Course

This course will be rolled out in January 2011.



CFE Exam Review Course

Assert yourself as an anti-fraud expert and advance your career by obtaining the Certified Fraud Examiner (CFE) designation with the help of our CFE Exam Prep Course. Prepare yourself to pass the ACFE Certified Fraud Examiner exam the first time you sit for it by investing in this one week Course. You will study with experienced, accredited professionals who will bring the relevant expertise from the field and also having assisted other students through case studies and mock exams in the past to pass the exam.

Other courses to be introduced soon cover areas such as information security and advanced forensics services. Keep checking our website for updates or call us for more information.

In-house courses can be customised to suit your needs and are offered at a reduced price as long as you have a minimum of 12 participants per course. Call us for more details.



12 Principles for career success

by Kathryn Haizmann

Having worked with thousands of individuals over the years who are seeking better career choices and opportunities, I have identified twelve principles which lead to career success.

1. Pursue a career that you are naturally good at and that you enjoy. Don't go against your own nature. If you haven't a clue as to what this is, take a couple of reliable career tests, and perhaps get some professional career assessment guidance.
2. Pursue work for which there is a definite need in the world today, and for which there will be a growing, or at least a steady need in the future. Researching this subject is something that is well worth your time.
3. Since the job market has become increasingly specialized, it behooves you to develop a couple of specializations in your field. This gives you the opportunity to present yourself as an expert separate and apart from your competition in the job marketplace.
4. Create a "career advertising campaign" that... a) stresses your key selling points in the job market; b) is direct and readily understandable to employers; c) distinguishes what you have to offer from your competitors. If you don't know how to do this, get some professional help from marketing experts.
5. Identify which companies or other organizations have a need for someone with your skills, and then go after these companies directly. Don't wait until the company has an advertised opening. Again, some effort spent on research is well worth your time.
6. Identify which of the organizations appropriate for someone like you are well managed and financially healthy. There are many ways in which a company may be poorly run, and there are many thousands of poorly run companies. One of the worst career mistakes you can make is going to work for one of them.

To be continued in next month's newsletter.....



Our Services

Data Processing Outsourcing Services

Rubicon provides data processing outsourcing services. Located in Nairobi suburbs, we leverage our automatic data processing services to best practise and ensure that our clients get access to the following benefits:

- Processing and organizing of large volumes;
- Capture electronically and computerize all your data that is stored on paper documents;
- Cleanse your data by getting rid of unwanted data hence improving access to relevant data;
- Digitise data using state-of-the-art software and systems.

Data processing sub-service lines

- Data Processing Services** – As described above, this involves capturing of data from various sources, be it hard copies or various old systems, into the appropriate information management system.
- Data Migration and Consolidation** – This is a service offered at the point of transferring data from old systems to newly implemented system.
- Forms Processing Services** - Finding information from handwritten soft copies of forms is a dreadfully tedious task. We can make things simple for you, by processing your forms and making them available for you electronically. We can automate the information and relieve you from having to find out information from huge stacks of papers.
- Survey Processing Services** – this involves capturing of data into statistical software and analysing it. The results are documented into graphs or other format of your choice.
- Litigation Services** - Leverage our litigation services to organize, streamline and structure your legal documents such that you don't have to waste your time searching for important documents. We can make sure that you have all your information made readily and easily available
- Mailing Services** – This service is customised to help you find the right mailing target either via post or email. We help you find the right kind of target audience, create a mailing list and shoot emails and/or letters.

Data Recovery Services

Our Data recovery service is the process of salvaging data from damaged, failed, corrupted, or inaccessible secondary storage media such as crashed hard drive (servers, laptops, etc), RAID, Tape, Memory Cards, USBs, iPod, CD/DVDs, and other deleted files or software storage media. The loss of information may have been occurred through natural disaster, hardware error, virus attack, human error, software corruption or sabotage.

Staff Recruitment & Outsourcing

We have a pool of professionally trained staff in the following areas

- Full-Time Equivalent (FTE)** – Our pool of qualified staff range from accountants, IT support, auditors, to data input clerks. You can choose to contract the staff on short-term or long term basis depending on your requirements.
- Casual Staff** – we have a pool of administrative staff that can offer office errands services such as messengers, making tea, drivers, etc You may wish to hire the staff on one-off basis or on full time basis. Provide us with a description of your requirement and we will send you a quote in 24 hours.

Book Keeping Services

We have experienced and certified bookkeepers at Rubicon use the very best in bookkeeping, tax preparation and payroll processing software. You can get all the advantages of a bookkeeping firm at minimal cost. Depending on your requirements, you can opt for a part-time bookkeeper instead of a full-time accountant.

Website Development & Hosting Services

We have the best tools and experience in developing your preferred website and update of content at an affordable price. Call us for a quotation.

Schools Management System

We are the sole distributors for an automated and web-based schools management software solution. The software is ideal for any type of a training institution ranging from primary, secondary, colleges and even universities. Call us for more details.

Advertise here

Advertise here



Automated Business Solutions Provider

Rubicon is a one stop shop for those looking to develop their careers or those companies that want to partner with us for various services. Call us for a free discussion on your requirements.

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Upcoming Events

Integrated schools management system breakfast

We will be calling all training institutions stake holders for a breakfast meeting to brain storm on how an integrated system that is web enabled can assist such institutions. The dates will be announced later.

CISA and CFE Boot camps

This is a question and answer session coupled with case studies whereby students will be taken through by experts to increase the chances of passing the exams on first sitting. The dates will be the last week of the month of November. Call us for bookings. The first 15 callers will be booked. Classes a small so as to enhance facilitator vis a vis student attention.

Forensic Accounting Course

This is a two days course to take place on 8-9 December 2010. The course will be facilitated by Rubicon and Anax Consulting from US at a venue to be announced later in Nairobi, Kenya. A certificate of attendance with 16 CPE hours will be issued. Call us for more information.

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