TEMITOPE AYOMIDE **ADENUGA**

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SUMMARY

Temitope is a result-oriented and top performing young professional offering strong analytical and problem-solving skills with hands-on audit, receivables management, full-cycle accounting and financial reporting experience. Passing ICAN qualifying exams with about three years' work experience at age eighteen, he is as a chartered accountant with five years cognate experience in the finance industry including a virtual internship with Citi Bank.

EDUCATION & PROFESSIONAL QUALIFICATIONS

- **CFA Level II Candidate** 2020
- **BSc. Economics (Second class upper)**, Lead City University, Ibadan 2019
- **Associate Chartered Accountant (ACA)**, Institute of Chartered Accountants of Nigeria (ICAN) 2017
- **Associate Accounting Technician (AAT)**, ICAN and ABWA 2015

EMPLOYMENT HISTORY

AccountAble Services April 2019 - Present

A firm of young professionals delivering bookkeeping, accounting and advisory services | www.accountable.ng

Lead Consultant

- Maintaining positive client relationships and driving new client acquisitions.
- Identifying improvement gaps and implementing corrective measures.
- Reviewing and overseeing all financial activities, performance, and documentation.
- Supervising client engagements and postings of over 10000 transactions monthly
- Carrying out financial analysis, modelling and related advisory services

Synlab Nigeria, Ilupeju, Lagos August 2018 – April 2019

Accountant (Focus – Receivables & BA)

- Prepared and submitted the monthly group reports and variance analysis reports. Analyzed and interpreted operation results.
- Set up terms and conditions of credit sales and obtained approval from the CFO in line with company's policies.
- Liaised closely with internal and external customers, process and follow up on invoices efficiently and within set timescales and targets.
- Ensured all departmental invoices were correctly coded and documented for payment within the period. Worked with vendors to ensure all invoices were paid on a timely basis.
- Assisted physical inventory process and work with warehouse department to identified warehouse layout improvements that increased efficiencies and alignment with financial ledgers.

Olutayo Obadina & Co. June - July 2018

Volunteer Auditor

Prepared, reviewed and managed tax information and reporting, participated in audits for privately held clients. Reviewed other accountants work for accuracy and assisted team members in preparation to reach goals and deadlines set by management

KASI Healthcare March - June 2018

Head of Accounts

- Established and executed internal controls over the company's accounting and financial procedures.
- Reviewed and approved all invoices to be paid, as well as accounts receivable aging reports.
- Handled collections on invoices, especially ones that are 45 days to 60 days overdue.
- Provided accurate and comprehensive financial information to executive management
- Negotiated lines of credit, vendor agreements, reviewed financial contracts and financing agreements
- Managed payroll and ensured compliance with statutory law and financial regulations

Mountain Investments & Securities Limited Sept. 2017 - Mar. 2018

Accountant

- Performed a full spectrum of accounting functions such as audit testing for numerous financial accounts, testing of controls, and evaluating and documenting accounting systems
- Enhanced the accuracy of the company's reported financial results and ensured that results comply with generally accepted accounting principles
- Developed and documented business processes and accounting policies to maintain and strengthen internal controls
- Reconciled and analysed GL accounts including bank accounts, accounts receivable, accounts payable, accrued liabilities, and other accounts as required

Shofolawe Bakare and Co. Ikeja, Lagos July 2017 - September 2017

Associate, Audit & Tax

- Promoted to lead over 45% of my audit engagements in the second year, actively coordinated with clients, senior managers and partners to assess client needs and audit scope, while achieving critical deadlines.
- Communicated such significant issues as related-party transactions and reclassification of accounts with senior auditors, and made recommendations regarding those topics to clients
- Performed taxation services for clients including tax computation, capital allowance calculation, balancing allowance/charges computation, deferred taxation computation, and tax provision
- Expressed, several times, a thorough understanding of complex accounting and auditing concepts and applied same to client situations.
- Evaluated clients' internal control systems and policies and procedures and where required, made recommendations for improvements.
- Assisted audit managers on consolidation assignments

Trainee, Audit & Tax - *Assisted the audit team in both the planning and final audit phases* May 2016 - June 2017

- Actively assisted with preparation for audits by documenting and evaluating audit scope and objectives, developing timetables and schedules, and preparing or adapting audit programs.
- Prepared and completed various substantive audit tests (test of detail) on balances such as; Investments, Cash, Receivables & Income.
- Assisted audit associates on spill over engagements

Olayinka Private School September 2014 - April 2016

Accounts Officer & Teacher

- Reconciled past due invoices and followed up on school fees payment.
- Prepared monthly income and expenditure account
- Typed, copied and filed documents. Data input and retrieval of data.
- Trained new employees of office procedures. Organized office routines.
- Planned and organized meetings.
- Successfully taught mathematics and business studies.

Other Trainings & Certifications

- Financial Market Analysis, International Monetary Fund
- Financial Modelling, Planning and DCF Valuation, Udemy
- Institutional Banking Virtual Internship, Citi Bank
- Accounting Fundamentals and Introduction to Corporate Finance, Corporate Finance Institute

SKILLS

- Financial analysis, Financial Reporting & IFRS, Bank analysis & reconciliations, Nigerian Tax
- Microsoft Excel, Microsoft Word, Sage, QuickBooks, Wave, Tally
- Analytical and critical thinking skills, Adaptability, Interpersonal and fluent communication skills