

Awofeso, Albert Adetayo B.Sc., ACIB

Contact Address: 32, Adaranijo Street, Pedro road, Palm Groove, Lagos.
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Personal Details

Date of Birth: June 17, 1997
Gender: Male
Marital Status: Single

Career Profile

Albert is a seasoned and highly motivated individual with an alluring profound passion for business, investment and community development; with great interpersonal skills I add value to an organization, aiming at excellence, meeting objectives and surpassing expectation.

I am a dynamic professional with verve and a penchant for optimum result, proven ability to lead and work with a motivated team, with a bid to improve efficiency and effectiveness of organizational functions specifically in audit and assurance, finance, and general administrative operations.

Skills & Competence

- Time management.
- Analytical and communication skills.
- Able to motivate and lead a team on a project.
- Proficient in Microsoft Office Applications.

Work Experience

Ecobank Nigeria

Reconciliation Officer (November 2019 to March 2021)

Duties:

- Prepared proof for E-banking products on a daily basis.
- Ensured customers get value for their transaction and handle dispute where necessary.
- Investigated E-banking accounts to reduce the bank's exposure to loss.
- Ensured recovery of funds where applicable and safety of bank funds.
- Advised entries to ensure faster treatment of transaction.
- Prepared monthly audit report and render advise to assist management make decision.

The major accounts managed include:

- Remitta
- Visa Card and Point of Sale (POS)
- Verve Card and POS

- NIP Mobile Transfer

PowerPal Limited

Finance Accountant (January 2019 to August 2019)

Duties:

- Prepared and analysed invoice for customers.
- Drafted monthly pay roll for management.
- Assisted in the training of junior members of staff.
- Reviewed client's request and rendering professional advice.
- Involved in business process review of clients' operations, identifying the risk areas and advising on controls to put in place.
- Assisted in planning and executing of statutory and non-statutory assignments.

Edenfield Investments Limited (NYSC)

Finance Accountant (January – December 2018)

Duties:

- Prepared monthly management accounts and cash flow statements.
- Carried out substantive procedures to ascertain completeness, existence, accuracy, valuation and presentation of account balances and proposing adjustments where necessary.
- Monitored day to day financial operations of the company.
- Prepared weekly Investment schedule.
- Reviewed company's finances and provide financial decisions to the Managing Director.
- Ensured prompt and effective call over of transactions as per approved threshold.
- Reviewed and updated the daily forex rate and lending rates as advised by CBN

Sterling Bank PLC (INTERN)

Corporate Banking (June – July 2016)

Duties:

- Facilitated transactions processes for Oil Companies payments.
- Ensured proper recording of transactions.
- Preparation of Form M for customers.

Membership

- Member of Membership Development and Services

July, 2020 – till date

Duties:

- Reviewing the present syllabus of the institute
- Carrying out awareness programme to encourage more bankers register as members of the institute.

Volunteer

- Young Shapers Club

June, 2019 – till date

Duties:

- Assisting in raising funds to assist Internal Displaced People (IDP)
- Carrying out series of E-learning programme at various schools to enlighten both teachers and students.
- Monitoring and distribution across various schools.
- Evaluation of projects and giving feedback on their status

- Assisting in registering IDP students back to school.

Educational Qualification

- Covenant University, Otta, Ogun. July, 2017
B.Sc. Banking and Finance (2nd Class Upper Division)
 4.46/5.00 CGPA
Relevant Coursework
 - Portfolio management and Risk Appetite
 - Micro and Macroeconomic Policy
 - Decision Tree
- Engreg High School, Palm Groove, Lagos. July, 2013
Senior Secondary School Certificate (SSCE)

Professional Status

- Chartered Institutes of Bankers (CIBN) July, 2020
Relevant Coursework
 - Risk management and mitigation
 - Basel Accord and Basel Committee
 - Forex Forecasting and Exchange Rate Mechanism
- Chartered Institute of Management Accountants (CIMA) In view
Strategic Level
Relevant Coursework
 - Performance Management and Business Ecosystem
 - Balance Scorecard, Ethics and Value Chain
 - Digital Management and Feasibility Study

Other Certification

- Certificate of Leadership Development July, 2017
- National Youth Service Corp December, 2018

Awards

- Best Male Graduating Student (**Banking and Finance, Covenant**) July, 2017
- UBA Award for Exceptional Performance in **CIBN** August, 2019
- Best Student in Practice of Banking (**CIBN**) August, 2019

References

Available on request.