

Olalekan Augustine EGUNJOBI

1/3 Odunlami Street, Off Oshindehin Street, Akilo – Ogba, Ikeja Lagos

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Lekan is a result driven, self-motivated and resourceful finance personnel with a proven ability to provide key financial data, support and reporting to assist in key business decisions. He has excellent communication skill and able to build strong relationships both within and outside of a finance department as well as effectively communicating financial information to non-finance colleagues. Possessing strong financial control and reporting skills and rigorously ensuring that all statutory and corporate obligations are met.

KEY AREAS OF EXPERTISE

<ul style="list-style-type: none">✓ Financial reporting/analysis✓ IFRS✓ Budgeting/forecasting✓ Strategic planning✓ Monthly KPIs/variance analysis✓ Cost reductions and efficiency reviews	<ul style="list-style-type: none">✓ Project management (financial systems)✓ Corporate Governance✓ Working capital management✓ Investment appraisal✓ Process improvement/BSC✓ Cash flow management	<ul style="list-style-type: none">✓ Payroll & Statutory reporting✓ Financial modelling✓ Import and export admin.✓ Internal Control framework Design (COSO)✓ Accounting procedures, design and documentation
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PROFESSIONAL EXPERIENCE

April 2018 - date

Head, Finance and Admin, Nigerian American Chamber of Commerce (NACC) Lagos

Under the supervision of the National Treasurer, I am responsible for contributing to efficient and accurate financial operations at NACC Secretariat, ensuring compliance with its financial policies and procedures, those of its members and other key stakeholders.

Duties and Responsibilities:

- ✓ Ensure that payments from initiation to authorisation/documentations are fully supported as per NACC financial policies.
- ✓ Prepare and manage staff monthly salaries, insurance, bonuses and other forms of financial compensations/statutory remittances
- ✓ Manage cash flow projections through petty cash system and bank reconciliation processes
- ✓ Liaise and assist the Programs Unit in the preparation of budget and advice on same
- ✓ Prepare monthly reports for Finance and General Purpose review
- ✓ Lead and coordinate in the preparation of the Secretariat Annual Budget
- ✓ Responsible for the Secretariat Administrative role from Audit process, Travels, Meetings, Inventory Management and Staff welfare

October 2017 – March 2018

Financial Controller, Bratim Nigeria Limited Abuja

Reporting to the Group Financial Director. I was responsible for the financial control and reporting (external/internal) for the group including forecasting, budgets, financial planning and analysis. The group was formed in 2008 specializing in the provision of professional education, corporate training, consultancy/advisory and SAGE ERP software sales and implementation.

Key achievements:

- ✓ Successfully implemented new consolidation systems, control and reporting processes/frameworks.
- ✓ As an External Consultant, successfully produced annual audited financial statements of clients in various industries.
- ✓ Close relationship with the CEO/CFO in managing investor analyst expectations and issues.
- ✓ Attended and participated in several audit committee meetings.

- ✓ Established new internal reporting process including KPI's, forecasts narrative commentaries for the subsidiaries.
- ✓ Established best practice forecasting and budgeting processes.
- ✓ Designed and implemented strategic planning process.
- ✓ Wrote finance manual for the new clients including the setting of minimum financial controls, accounting processes and compliance requirements.
- ✓ Member of the capex committee in devising investment appraisal models
- ✓ Managed internal financial review process.

January 2015 – September 2017

Head, Business Control, SALID Agriculture Nigeria Limited Abuja

Reporting to the Board of Directors. I was responsible for the overall financial control and reporting (external/internal) for the company including budgeting, variance analysis, M&A activity, financial planning and analysis. The company is an agro-allied company specializing in the procurement, processing and exportation of Shea nuts/butter.

Key achievements:

- ✓ Implemented monthly performance review reports calls with the Board of Directors to understand performance, risks and opportunities.
- ✓ Key influencer in the agreement with the financial institutions in funding agreements as per statutory requirements.
- ✓ Assisted with the implementation of a liability driven investment philosophy away from an equities strategy.
- ✓ Ran the cash flow improvement project with External consultant/Business Incubator to ensure target cash flow percentages were always met.
- ✓ Investigations into inventory procurement issues in producing turnaround plans and ensuring procurement operational procedure is adhered to.
- ✓ Prompt remittances of statutory obligations – PAYE, WHT, VAT, Pension

April 2011 – December 2014

Branch Accountant, AG Leventis Nigeria Plc, Ibadan Branch

Responsible for the overall branch P&L; JV entries, Adjustments, and Reporting. Reporting to the company's Financial Controller at the HQ.

Key achievements:

- ✓ Successfully managed the finance team in ensuring timely and accurate monthly accounting close process.
- ✓ Successfully managed the AP and AR of the branch in line with the company's working capital policy.
- ✓ Successfully managed the accounting operations of the branch sales channel; retail, wholesale and B2B.
- ✓ Successfully managed the cost control system in achieving optimum cash flow operations.
- ✓ Maintained a robust filing system in retrieving information

October 2008 – March 2011

Assistant Accountant Treasury, AG Leventis Nigeria Plc, Lagos (HQ)

Reporting to the Treasury Manager, I was responsible for the cash flow management, importation procedure, insurance and inventory costing of the company.

Key Achievements:

- ✓ Created new financial modelling processes for cash flow management leading to prompt reporting.
- ✓ Led the team in the 80% reduction of account receivables with Nigerian Bottling Company.
- ✓ Audit of monthly inventory of fuel and lubricants usage.
- ✓ Relationship management with banks and insurance brokers.
- ✓ Attendance of monthly management report presentation to the Group Finance Director



- ✓ Part of the team in the M/V finance lease arrangement with Stanbic IBTC valued at NGN 0.75 billion.

ATTRIBUTES

- ✓ Strong leadership skills
- ✓ Ability to work under little or no supervision
- ✓ Good people management skills
- ✓ Excellent ethical values
- ✓ Meticulous attention to detail
- ✓ Excellent use of Microsoft Office suites: Word, Excel and PowerPoint

PROFESSIONAL MEMBERSHIP AND EDUCATION

2014 - Member, Association of Chartered Certified Accountants (ACCA)
2013 - BSc Hons Applied Accounting. Oxford Brookes University – Second Class Lower
2003 - ICAN ATS, Institute of Chartered Accountants of Nigeria
2000 - OND, Accounting. Kwara State Polytechnic, Ilorin, Kwara State – Upper Credit
1996 - SSCE. Sonmori Comprehensive High School, Ifako Agege Lagos – 6 A's & 2 C's