

SHERIFF AKINLOLU

8 Adeptan Street, Alapere Ketu, Lagos, Nigeria
+234 802 213 8377 | sheriffakinlolu@gmail.com

SUMMARY

Meticulous and detail-oriented accountant with a well-defined knowledge of key aspects of accounting such as Accounts Payable, Accounts Receivable, Fixed Assets, and Account Reconciliation. Principled and resourceful individual with professional work ethics and amiable personality. Adept at implementing company-friendly financial policies, keeping a transparent account system and improving the operational system of a company significantly. Perceptive and analytical professional with the zeal to climb up the corporate ladder in a fast-paced organisation.

EXPERIENCE

MainOne Cable Company, Lagos – Finance Officer

April 2019 – Till date

- Posting of vendor's invoice after careful consideration for three-way matching principle.
- Posting and ensuring accurate treatment of WHT and VAT on vendor invoices.
- Posting of payments made to the vendors.
- Preparing monthly vendor reconciliation statements and driving resolutions when differences are identified.
- Preparing bank reconciliation statements.
- Posting fixed assets acquisition, additions, disposals and adjustment.
- Preparing asset related schedules (fixed assets movement schedule, depreciation schedule, disposal schedule, and WIP schedule).
- Reconciling fixed assets register balances to the trial balance while taking corrective measures for any identified differences.
- Processing monthly fixed assets related journals.
- Assisting in conducting assets tagging exercise when the need arises.
- Tracking project related fixed assets cost into the appropriate project accounts.
- Posting the movement of inventory items into the appropriate OPEX or CAPEX ledger.
- Preparing monthly inventory movement schedule.
- Assisting with month-end closing such as intercompany reconciliation, variance analysis, journal raising, and amortisation of expense.
- Assisting with year-end closing by providing support for year-end audit.

Dangote Flour Mills Plc., Lagos – Finance Officer

August 2018 – March 2019

- Posted fixed assets acquisitions, addition, disposals, and adjustment.
- Prepared monthly assets movement schedule for financial reporting purpose.
- Maintained completeness and accuracy of fixed assets register by reconciling fixed assets ledgers to the general ledger.
- Participated in month-end inventories count.
- Prepared bank reconciliation statements on a monthly basis.
- Tracked the compilation of project costs into fixed asset accounts.
- Tracked the expenditures for fixed assets in comparison to the capital budget.

Sahara Group Limited, Lagos – Accounts Receivable Officer (Contract)**January 2018 – July 2018**

- Maintained and updated customer stock monitoring sheet with daily sales using the waybills.
- Provided support in managing customer receipts (cheques, wire transfers, and electronic funds transfers) by resolving customer obligations and creating deductions and overpayment records that support key accounting and finance reporting directives.
- Posted daily sales into the accounting system using the confirmed waybills.
- Posted customers' inflow into the accounting system daily.
- Prepared weekly receivables report with unpaid invoices, accrued revenue, and credit customer payments.
- Reconciled inventory balances with the inventory team monthly.
- Maximised collections from all sources and ensured cash goals are met.
- Monitored bad debt.
- Followed up on outstanding receivables.
- Reconciled bank balances with the treasury team monthly and drove resolution when discrepancies are identified.
- Monitored customers' accounts to ensure that they do not exceed their credit limits or periods.

SKILLS & EXPERTISE

- Team Leadership and Team Building Capacity.
- People and Resource Management.
- Good Communications and People Skills.
- Hands-on experience in the use of SAP, Dynamics 365 and Oracle.
- Knowledge of Financial Modelling.
- Proficient in Microsoft Office Suite.

EDUCATION

- Federal University of Agriculture, Abeokuta, Ogun State – BSc. Accounting (Second Class Upper Division) **2015**

CERTIFICATION

- Associate Chartered Accountant (ACA) **2013**
- Associate Accounting Technician (AAT) **2009**

LEADERSHIP EXPERIENCE

- Chairman, Students' Union Audit Committee 2014/2015 Academic Session.
- Executive Member, Muslim Students Society of Nigeria 2012/2013 and 2013/2014 Academic Sessions.
- Chairman, Constitution Drafting Committee College of Management Sciences Students' Association 2012/2013 Session.
- Governor, College of Management Sciences 2011/2012 Session.