

Otu Ita Efiom

Chartered Accountant

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PROFESSIONAL SUMMARY

Financial Analyst experienced in reading, analysing and interpreting financial statements. Exhibits solid expertise regarding equities valuation. Demonstrates analytical skills to gather and review financial data, building models to perform analysis and applying different valuation methodologies. Skilled in performing depth client, industry, market and competitor research.

AREAS OF EXPERTISE

- Financial Modelling
- Valuations
- Financial Statement Analysis
- Internal Control and Auditing
- Financial Advisory
- Complex Problem-Solving Skills
- Data Analytic Skills
- Emotional Intelligence
- Teamwork and Collaboration Skills
- Interpersonal Communication Skills

Computer Skills: Microsoft Suite (MS Word, Excel, Thinkcell and PowerPoint)

PROFESSIONAL EXPERIENCE

Sunday Akemegoh & Co Chartered Accountants **March 2021 to Date**
Audit Senior

Seconded to;
Octave Analytics and Insight Ltd – Management Accountant **March 2021 to Date**

- Monthly preparation of Management Account on a timely basis.
- Ensuring timely and accurate reconciliation of client record with customer balances and account receivables.
- Preparation and maintenance of client payroll system.
- Providing business and accounting process involvement to clients.
- Preparation of monthly tax computation and remittance of VAT, PAYE returns for clients.
- Safeguard asset (cash of the entity) while acting as internal control across accounting operations.
- Maintain clients' payables system.
- Offer financial accounting and tax advice to management.

Leadway Pensure PFA
Benefit Processing Officer

August – February 2021

- Handled and ensured timely processing of benefits.
- Analysed the claim made by a policy holder and third party.
- Guided policyholders on how to proceed with claims request.
- Assumed responsibility of timely payment of monthly premiums.
- Managed enrolments and determined employee eligibility.
- Kept updated employee records with all relevant information.
- Informed employees of their benefit options and plans and monitored the use.
- Collaborated with accounting department for payments and deductions.

Sales Pension/Account Officer**December 2019 – August 2020**

- Managed pension account of designated companies.
- Reviewed client organisation's current pension provision for its staff members.
- Recommended options for the client organisation to choose from.
- Explained complex information to clients to make them aware of their options and to help them assess the relative merits of different schemes.
- Designed a pension scheme and benefits packages to meet the needs of client organisations.
- Oversaw the administration of pension schemes.
- Provided regular reports to pension managers and trustees.

**Government Secondary School Kufang, Jos, Plateau State
Accounting Teacher (NYSC)****November 2014 – October 2015**

- Taught courses in the discipline area of accounting.
- Developed and designed curriculum plans to foster student learning, stimulate class discussions, and ensure student engagement.
- Provided academic counselling to students, and assessed student coursework.
- Prepared and delivered lessons to a range of classes of different ages and abilities.

**Cross River State Radio and TV Station
Administrative Intern****August – November 2013**

- Managed office supplies stock and placed orders.
- Prepared regular reports on expenses and office budgets.
- Organised a filing system for important and confidential company documents.
- Prepared reports and presentations with statistical data.

EDUCATION

EduBridge Academy**July, 2021**

- Built Financial Models for new and existing organizations.
- Ran Financial Analysis
- Value companies using different methodologies
- Use Microsoft Excel and PowerPoint Proficiency
- Stock Pitch finalist – Valuation of Nestle Nigeria Stock for a buy or sell decision.

*BS in Accounting (Second Class Upper), Western Delta University, Delta***2010 – 2014****PROFESSIONAL QUALIFICATIONS**

Associate Certified Accountant, Institute of Chartered Accountants Nigeria

2021

Associate Member, Nigerian Institute of Management (Chartered)

2016**AWARDS****EduBridge Academy****July, 2021**

- Most enterprising student