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PERSONAL DATA

Marital Status:	Married
Date of birth:	15-01-1992
State of origin:	Kwara State

CAREER OBJECTIVE I am a dynamic young Chartered Accountant ready to work with the existing staff of an organization and contribute my best by channeling my inherent and acquired skills in achieving organizational goals and targets, thereby developing myself to become a better personnel of the entity.

PROFESSIONAL QUALIFICATIONS

- Associate Member: Nigeria Institute of Taxation (in View) 2022
- Associate Member: Institute of Chartered Accountant of Nigeria (ACA) 2018
- Graduate Member: Nigeria Institute of Management (NIM) 2016
- Proficiency certificate in Management (2016)

OTHER CERTIFICATIONS

- Diploma Certificate of Completion:
- Robotic Process Automation (RPA Starter) for Finance Managers
- RPA Business Analysis Fundamentals for a Business Analyst.
- RPA Business Analysis Foundation for a Business Analyst.
- Variable, Data Types and Control Flow
- Certificate in Data Processing and Management (2011)

SCHOOLS ATTENDED WITH DATE

- UIPATH Academy For Robots and Artificial Intelligence (AI) (2021)
- Kwara State University, Malete. B.Sc. Accounting (2015)
- St Anthony's Secondary School, Iorin (2009)
- Alade Nursery and Primary School, Ilorin (2003)

WORK EXPERIENCE

ACCOUNT PAYABLE OFFICER, DANGOTE SUGAR REFINERY.

March 2021 till date, Job function Include.

- Vendor account reconciliation which aim at sensitizing each account thus reflecting the current financial status of the vendor
- Working closely with the cost and Management accountant to gain an understanding of the complexity of drafting DSR Monthly Performance Report.
- GL account reconciliation on which I ensure accuracy and completeness of balances flowing into the tri-balance.
- Assisting the financial Accountant to post entries which aid preparation of the financial statement in line with the International Financial Reporting Standards (IFRS).
- Booking of invoice of both foreign and local vendors and also solving issues arisen to ensure accurate and timely payment to vendors.
- Implementation of Procure to Pay Operating Procedure.
- Monthly stock count of Finished goods and spares and posting of stock adjustments journal to reflect the provisions of International Accounting Standard (IAS 2) and Submitting stock count report and Objectively giving recommendation on issues around stock taking
- Building an understanding of the account payable processes and reporting in the financial statement.
- Relating with the internal control manager to solve control issues in both internal and external transactions.
- Creating a smooth Working relationship with the tax unit to facilitate monthly filing to all RTAs and posting monthly provisions for CIT and TET.
- Responsible for Managing Tax Computations in Vendor Transactions.
- Raw Sugar and Statutory payment Booking
- Ageing analysis and Reconciliation of Advance payment to vendors
- Reconciliation of GR/IR and Account Payable GL balances.
- Managing the GR/IR automatic clearing to generate monthly report

TREASURY OFFICER, DANGOTE SUGAR REFINERY.

November 2019 till March 2021, Job function Include.

- Posting of vendor payment (on SAP) into the right class of account.
- Coding of bank investment booking and posting of both the principal, interest and the WHT entries into the right class of account at liquidation.
- Coding and posting of LC forwards for Raw sugar, spears and reconciliation of the relevant ledgers
- Preparation, tracking/posting of all transaction maturing every month while taking note of the vendor, vessel and the entity.
- Preparation and Posting of reconciliation journal vouchers

- Posting of Accrued and Prepaid Expenses
- Posting of tax related journals and adjustments to aid proper filling to the RTA.

FINAL ACCOUNT OFFICER, KWARA STATE INTERNAL REVENUE SERVICE.

March 2019 –November 2019. Job functions include:

- Assisted in the preparation of annual budget of the Agency.
- Updating the expenditure and operational performance report of the service
- Updating general ledger and monthly extraction of trial balance for performance review
- Liaised with representative of the state Ministry of finance with respect to approval of operational fund
- Managed the Voting process for expenditure into the appropriate expenditure head and Account code.
- Assist in the Preparation of annual financial report in compliance with the International Public Sector Accounting Standards (IPSAS)

FINANCIAL/ADMINISTRATIVE MANAGER, MAXIHEALTH HOSPITAL, ILORIN

JULY 2018 – FEB 2019

- Kept book of account and prepared the monthly and weekly accounts. Also prepared the monthly report on the affairs of the hospital for the Chief Medical Director (CMD)
- Managed the fixed asset of the hospital through recording and tagging and capturing same in the financial report of the hospital. I was also involved in debt recovery processes for the hospital.
- Managed relationship with HMOs which included registering new providers to increase the client base of the hospital. I was also involved in the preparation of proposals and sending same to the hospitals prospects.

OLUWAFEMI OYEWUSI & CO (CHARTERED ACCOUNTANT)

INDUSTRIAL TRAINING, MAY 2014

- Keeping files and client records
- Preparation of PIT schedule for client and other assignments as may be assigned by the engagement partner

STRENGTH AND COMPETENCIES

- Effective oral and writing communication skills.
- Ability to learn fast and pay attention to detailed instructions
- An excellent team player and leadership potential.
- Proficient in the use of Microsoft Office (Excel and Microsoft PowerPoint for presentation).
- Ability to act in a fiducial capacity and handle confidential information/ Data responsibly.
- Ability to work for longer/ and extra hours in order to deliver on any given assignment.
- Ability to manage pressure and adapt to change.

WEAKNESSES

- I'm a bit playful if am not really challenge.
- Am conservative thus usually shy to talk in a large crowd.

ACHIEVEMENTS

- Completed ICAN program in 3diets. (Start 2017, Finish 2018).
- Developing an Excel Schedule that tend to gives comprehensive information on the complexity of Raw sugar transactions at a glance.
- Changing the traditional mode of raising journal voucher manually to an Automated journal voucher on excel spread sheet thus reducing paper work, saving time and bring about neatness and accuracy of entries on SAP.
- Understood the use of SAP in one week.

TRAINING, CONFERENCE AND SEMINARS

50TH ANNUAL ACCOUNTANTS CONFERENCE

THEME: The 4th Industrial Revolution: Boom for the Accounting profession and Panacea for Pandemic.

Topics:

- Taxation in a digital Economy, Prospect and Challenges.
- Digital Revolution, Stimulating Accountable Leadership in Nigeria.
- Technological Advancement: Learning for Chartered Accountants and Managers of the Nigeria Economy.

Optimizing Organizational Performance

A two days training program, held in Whitefield Hotel, Ilorin, Kwara, state, on March 22nd and 23rd, 2019.

Organized by London Corporate Advance Consulting (LCAC)

**UNPUBLISHED
RESEARCH**

Topic: Effects of Audit on Companies' Sustainability, Growth and Development: [A research work submitted to the department of accounting and finance, Kwara State University. 2015]

REFERENCES

PROF SANNI MUBARAQ (PH. D, FCA, FCTI)

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Kwara State University, Malete.
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