



OKOCHA DESMOND ONYEKA

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SUMMARY

Meticulous and service-oriented Financial professional with an academic background in Accounting and over 5 years of experience in financial analysis and planning, business development and accounts management. Demonstrated knowledge and experience in designing financial strategies, data entry into financial spreadsheets, managing invoices and improving financial operations. Proven record of successfully identifying leads and potential markets and resolving customer enquiries. Able to clearly understand problems and find positive solutions through the use of critical thinking, problem-solving, and communication; Strong interpersonal skills, and organization skills. Known for displaying high ethical standard, integrity and confidentiality while always exceeding expectations independently or as part of a team.

PROFESSIONAL EXPERIENCE

Meristem Securities Limited, Lagos

Senior Analyst

July 2020 - Present

- Execution of trades/Daily preparation of fund placement investment letters to Bank
- Retrieval of investment certificates/letters from Banks and filing of same.
- Daily Treasury posting of all Money market and Fixed Income investments with various counterparties for MWML.
- Daily monitoring of Investment schedule/positions
- Tracking of coupon payment dates for Bonds and advice to CRM.
- Monthly update of Money market income schedules (NGN & FCY).
- Monthly and Quarterly preparation of management report (statement of Profit or Loss) for MWML.
- Quarterly IFRS detailed reporting of financials for MWML.
- Management of all mutual funds account (Money market, Equity market and Exchange Traded funds) ensuring expenses and other liabilities are adequately captured for the period.
- Coordination of pre-audit exercises and schedules, GLs, TB.
- Ensure compliance with SEC rules guiding investment under mutual funds.
- Preparation of Funds Monthly and Quarterly SEC returns.
- Ensures available funds are adequately invested in best yielding securities in the market.

Fedan Investment Ltd, Lagos

Finance Manager

July 2019 - July 2020

- Sustain a documented system of accounting policies and procedures (Manual)
 - Manage and/or relate with outsourced functions, and be specifically responsible to the Deputy Managing Director as supervisor, and to the Managing Director generally
 - Oversee operations of the Finance Department, including implementation of desired structure for
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achieving the department's goals and objectives

- Forecast cash flow positions, approved borrowing, and available funds for investment through thorough Investment Appraisals
- Ensure that sufficient funds are available to meet ongoing operational and capital investment requirements
- Maintain effective relationship with company's bankers and line operators
- Assist in determining the company's proper capital structure.
- Arrange for profitable equity and debt financing where applicable
- Advise on funds investment and calculate appropriate Ratios every month (Acid Test, etc)
- Recommend appropriate dividend issuances, based on industry best practice and expected cash flows
- Manage the preparation of the company's monthly and annual budgets
- Report to management on variances from the established budgets monthly or quarterly, and the reasons for such variances
- Assist management in the formulation of its overall strategic financial direction
- Engage in ongoing cost reduction analyses in all areas of the company
- Engage in benchmarking studies to establish areas of potential operational improvements
- Interpret the company's financial results to management and recommend improvement activities
- Review company financial bottlenecks and recommend changes to improve the overall level of company throughput
- Participate in target costing activities to create products that meet predetermined price goals
- Compile key business metrics and report on them to management.

Tomking Investments

Jan 2015 - Nov 2016

Business Development Executive

- Closed new businesses and developed negotiating strategies by coordinating prospects goals and requirements with company objectives and procedures.
- Developed, coordinated and implemented sales strategies that identified new leads and business.
- Strategically organized and coordinated with senior executive new business trends to develop new services, products, and distribution of channels.
- Maintained excellent client relations and responding to needs for information in a timely manner; as well as educate potential clients about our service.

- Executed timely follow-up to ensure client is satisfied as well as identify issues and develop recommendations to resolve and improve.
- Participated in industry functions, events, and conferences; providing feedback and information on the current market/creative trends.



Account Officer (NYSC)

- Ensured that finance & accounting tasks are completed accurately and according to deadline schedule for the team.
- Assisted in Computing and remitting the company's TAX to the relevant tax authority.
- Performed Monthly reconciling of all accounts with service providers and detection of fraudulent activities.
- Analyzed current financial performance relative to previous months and re-aligning the company's financial decisions as needed.
- Reviewed journal entries for appropriate supporting documentation, remarks, account and amount.
- Prepared journal entries and monthly bank reconciliations.
- Responsible for accounts receivable activities; invoicing, statements and monthly preparation of balance sheet work papers.

LEADERSHIP & VOLUNTEER EXPERIENCE

- Member, NYSC Orphanage Support Team **2014**
- President, NUASA President (Covenant University) **2013**
- Assistant General Secretary, NUASA (Covenant University) **2013**

PROFESSIONAL CERTIFICATION

- Professional level, Institute of Chartered Accountants of Nigeria (1 paper left to go)
- Mckinsey Forward Program.

EDUCATION

- **B.Sc. Accounting** **2013**
Covenant University, Ota, Ogun State.
- **MBA Global Business** **2022**
Nexford University, Washington DC

SKILLS & EXPERTISE

- Business Development.
- Complex Financial Reporting.
- Data Gathering and Analysis.
- Organizational Awareness.
- Influencing and Negotiation Skills
- Strategic Planning.
- Time Management.
- Proficiency in Microsoft Office Suite, QuickBooks and SAGE ONE
- Emotional Intelligence.
- Critical Thinking.
- Judgement and Decision Making.
- Analytical and Numeric Skills.
- Interpersonal & Communication Skills.