OLALUDE EMMANUEL OLUFUNSHO AAT, ACA (in view), B.Sc

SUMMARY A well-presented, good all-round performer who when given a task, has the ability to work quickly and efficiently. Emmanuel has a proactive attitude and strong work ethic. He is sure to be able to make a real contribution to the day-to-day operation of any business. He possesses many transferable skills that can be used in a wide section of settings and industries. He is now looking for a suitable position with an organization that can offer a uniquely varied and fascinating working environment.

SKILLS
- Analytical skills
- Teamwork
- Adaptability
- Critical thinking
- Interpersonal skills
- Organisational skills

PERSONAL
- Date of Birth: 29th of September 1996
- Marital Status: Single
- Gender: Male
- State of Origin: Oyo State
- Address: 28, Olode Okuta Street, By Bishop Avenue, Surulere, Lagos Nigeria
- Phone Number: 07066054250
- Email: funsholalude29@gmail.com

WORK EXPERIENCE

Associate Consultant 1 I STRANSACT CHARTERED ACCOUNTANTS, Anthony, Lagos

August 2021 – Present
- Monthly tax computation for Value Added Tax (VAT) and Withholding Tax (WHT)
- Filing of monthly Value Added Tax (VAT) & Withholding Tax (WHT) returns
- Attending to any VAT & WHT query that may arise
- Preparation of monthly payroll for clients
- Liaising with the FIRS to resolve issues relating to corporate taxation, if any
- Processing and obtaining annual corporate Tax Clearance Certificate (TCC)

Data Integrity Officer (NYSC) | LEADWAY ASSURANCE COMPANY LIMITED, Surulere, Lagos

August 2020 – February 2021
- Provided quality service to all clients in all assigned tasks while upholding the core values of the company.
- Responsible for working with marketing, IT and sales department to define and establish the overall Management strategy of the company towards the actualization of the company's goal.
- Identified and leveraged opportunities to continually improve the quality of data management systems, processes and standards.
- Handled annuitants' complaints/feedback.
- Engaged in biometric enrolment/verification of clients.

Business Analyst | Micro Station, Lagos, Nigeria

April 2019 – May 2019
- Engaged in the market growth and development of mobile technologies.
- Responsible for working with finance team for reconciliation of various customer's account.
- Engaged in the persuasion of prospective clients.
- Identified numerous strategies to boost the company's revenue

VOLUNTEERING ACTIVITIES

Team Strategist | Team Brace Up, Corporate Social Responsibility

September 2019 – October 2019
- Prepared team budget
- Facilitated career talks in a basic school at Gbagada, Lagos
- Organized team members towards attainment of the team goal

University of Lagos Alumni Mentorship Initiative – Mentee	Sept 2019 - Present
Nigeria Movement for Positive Change – Volunteer	March 2018 -Present
The Enpact Community – Member	June 2018-2019
Talent Mine – Member	June 2018-Present

EDUCATION

- **Bachelor of Science in Business Administration** — **October 2019**
  UNIVERSITY OF LAGOS
  Second class upper division
- **Coursera** — **February 2021**
  Excel Skills for Business
- **Mountain Top Secondary School, Yaba, Lagos State** — **September 2008 – July 2014**
  West African Senior School Certificate Examination

PROFESSIONAL QUALIFICATIONS

- **Associate Chartered Accountant (ACA in view)** — **November 2020**
  INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA (ICAN)
- **Associate Accounting Technician, AAT** — **December 2018**
  ACCOUNTING TECHNICIANS SCHEME WEST AFRICA (ATSWA)

PROJECTS AND AWARDS

- Sage 50 Accounting Software — July,2021
- University of Lagos, Business Administration Department Award for Outstanding Academic Performance - — March, 2020
- Excel and Valuation training session with The Bank of America — November, 2019
- Developing Business Acumen — October, 2019

OTHER INFORMATION

- Languages – English (Advanced) and Yoruba (Advanced)
- IT Knowledge – Proficient in Microsoft applications (Word, Excel, Powerpoint, Outlook)
- Interest – Researching, Meeting people, Reading, Travelling, Volunteering, Data Analysis

REFEREE

Available on request