

# ADEKOGBE MOYOSOLA CHRISTY

08141542555, [yosolakogbe@gmail.com](mailto:yosolakogbe@gmail.com) .

Date Of Birth : 30<sup>th</sup> SEPT 1996.

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## PROFESSIONAL PROFILE

- Result oriented Economist with experience in Banking and Operations.
- Passion for finance, accounting and audit.
- Critical thinker who can apply extensive knowledge of relevant to duty.
- Eager to join a team and help improve an organization's financial performance.

## CORE COMPETENCIES

- Analytical skill
- Problem- solving skill
- Innovative mind-set
- Team player
- Relationship Management
- Customer service
- Impeccable writing skill
- Verbal communication skill

## PROFESSIONAL EXPERIENCE

### ACCESS BANK PLC

*Transaction officer and Customer Care Officer, December 2019 till Date*

- Receiving of Cash and Cheque Deposit
- Payment of Cash
- Maintenance of account mandate
- Confirmation or Cheque request
- Daily requisition of cash in and out the vault
- Management of Automated Teller Machine
- Agent of money Transfer Vis-à-vis Western Union, MoneyGram, Ria money

### ADETOYESE ALABI & CO. (CHARTERED ACCOUNTANTS)

*Audit and Accounting staff, April 2019 till September*

- Analysis of Bank statement
- Bank reconciliation Statement
- Non-Current Asset Management: Preparation of Fixed assets schedule
- Filing of Tax Return Vis-à-vis VAT, CITA, EDUCATIONAL Tax
- Assisting Team lead in finalizing Audit
- End of the year inventory taken and reconciliation of main card.
- Preparation of payroll and payment of salary
- Carryout every other functions directed by the Firm.

### LAGOS STATE MINISTRY OF AGRICULTURE

*Department of Budgeting & Planning*

*Administrative Assistant (NYSC), June 2018 To March 2019*

- Planning meetings and taking down minutes of meetings
- Organizing and scheduling appointments for the Director
- Writing and distributing of emails, correspondence memos, letters and forms
- Receiving and attending to visitors, and confirmation of LAKE rice payment.

### YOSLAP VENTURES

A distributor of Promasidor Nigeria Limited  
*Sales Rep, 2016 Till 2017*

- Serviced existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets
- Focused sales efforts by studying existing and potential volume of dealers
- Ensured proper distribution of products to retailers and at the appropriate time

## PROFESSIONAL QUALIFICATION

Student Member, Institute of Chartered Accountants of Nigeria “ICAN” (Professional Level)  
Graduate Member, Chartered Institute of Public Management “CIPM”

## ACADEMIC QUALIFICATION

**HOUDEGBE NORTH AMERICAN UNIVERSITY BENIN**  
*Bachelor of Science - Economics, 2017*

**ANGLICAN GIRLS GRAMMER SCHOOL**  
*Senior Secondary School Certificate (SSCE), 2012*

## RESEARCH WORK

Capital market and manufacturing sector in Nigeria, July 2017

## REFERENCES

On Request.