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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Osenged  [Osenged.221924@2freemail.com](mailto:Osenged.221924@2freemail.com) | | | | | | | | | | |
| Curriculum Vitae | |  | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Personal information | |  | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Nationality | | UGANDAN | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Date of birth | | 20TH /MARCH / 1975 | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Gender | | MALE | | | | | | | | | | |
| Marital status | | MARRIED | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Desired employment / Occupational field | | INTERNAL AUDITOR/ ACCOUNTANT | | | | | | | | | | |
| Work experience    **Date**   |  | | --- | | **Employer**      **position held** | | **Duties** | |  |               **Employer**    **Position held**    **Duties** | | |  | | --- | | **JULY 2013 –TO DATE**  **CONCORD LOGISTICS LIMITED**  **(** Importers ,wholesalers and distributors of consumer goods and Pharmaceuticals) | | **INTERNAL AUDITOR** | | * AUDITS ON COMPANY & DEPARTMENTAL OPERATIONS – (a) STANDARDIZATION OF ACCOUNTING DOCUMENTS– INVOICES / RECEIPTS ETC. (b) REVIEW OF COMPANY VENDOR CONTRACTS (c) AUDIT OF PRICING PROCEDURES (d) REVIEWS OF SALES CONTRACTS * RISK ASSESSMENTS OF SECURITY PROCEDURES ON STORAGE OF COMPANY GOODS & DOCUMENTS * AUDIT OF SOFTWARE & DATA FOR ACCURACY AND PRIVACY * CONTROLS ON AMENDMENTS POST MONTHLY CLOSURE OF BOOKS * AUDITS ON FINANCIAL REPORTING TO BOARD OF DIRECTORS, AND EXTERNAL PARTIES * AUDIT ON INVENTORY & STOCKS FOR AGING AND ACCURACY OF REPORTING * AUDIT ON RECEIVABLES FOR AGING AND ACCURACY OF REPORTING * COMPLIANCE WITH VARIOUS TAX AND GOVT. AUTHORITIES FOR REPORTING OF FINANCIAL STATEMENTS * REVIEW OF FINANCIAL INSTRUMENTS, GUARANTEES AND CAPITAL ASSETS. * COMPANY POLICY REVIEWS * COORDINATE WITH 3RD PARTY AUDITORS TO PROVIDE FINANCIAL REPORTING & COMPLIANCE TO GOVERNMENTAL AGENCIES, BOARD OF DIRECTORS AND SHAREHOLDERS |   **NOV 2012-JUNE 2013**  **AFGHAN WIRELESS COMMUNICATION COMPANY (AWCC)-AFGHANISTAN)**  **(Telecommunication Company)**  **DEPUTY MANAGEMENT CONTROLLER**   * VERIFIED PROCUREMENT DOCUMENTS ACCORDING TO COMPANY POLICY I.E CHECKING BID DOCUMENTS,REQUISITIONS,INVOICES,LPO CONTRACT AGREEMENTS ETC * VERIFIED PAYMENT VOUCHERS I.E CHECKING SUPPORTING DOCUMENTS AND ARITHMETIC ERRORS. * APPROVED PURCHASE REQUISITIONS IN SAGE ACCOUNTING PACKAGE (SAP) * VERIFIED AND APPROVED REGIONAL WEEKLY EXPENSES AND ADVANCES * CHECKED ALL FUEL EXPENSES FROM TRANSPORT DEPARTMENT AND APPROVED. * VERIFIED STAFF SALARY ADVANCES AND OTHER ADVACES * FILED REGIONAL WEEKLY EXPENSES * REPORTED TO THE FINANCE DIRECTOR | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Dates | | **NOV 2004 –SEPT 2012** | | | | | | | | | | |
| **Name of Employer**  **Occupation or position held** | | **GTX & Co. CERTIFIED PUBLIC ACCOUNTANTS & MANAGEMENT CONSULTANTS**  **(Audit & Tax Advisory firm)**  **SENIOR AUDITOR**  • CARRIED OUT AUDITS OF OUR CLIENTS. | | | | | | | | | | |
| **Duties and responsibilities** | | • PREPARED AUDIT REPORTS AND PRESENT TO THE AUDIT MANAGER FOR REVIEW.  • CARRY OUT INTERNAL AUDIT AND ADVICE MANAGEMENT ON RISK MANAGEMENT.  • PREPARED AUDIT PROGRAMMES AND WORKING PAPERS  • CARRY OUT SUBSTANTIVE PROCEDURES I.E TESTS OF DETAIL OF TRANSACTIONS AND BALANCES, ANALYTICAL TESTS.  • PREPARED AUDIT FILES.  • PREPARED LETTERS OF EXPRESSION OF INTERESTS TO SOURCE FOR SERVICES. | | | | | | | | | | |
| Dates  Name of Employer | | **JULY 2001 - OCTOBER 2004**  **DOSHI GROUP OF COMPANIES** | | | | | | | | | | |
| **Occupation or position held** | | **ACCOUNTANT** | | | | | | | | | | |
| **Duties** | | • PREPARED MONTHLY BANK RECONCILIATION STATEMENTS.  • PREPARED PAYMENT VOUCHERS AND DISBURSE CHEQUES.  • PREPARED BOOKS OF ACCOUNT  • PREPARED FINANCIAL MONTHLY REPORTS  • PREPARED FINAL ACCOUNTS  • PREPARED PAYROLL AND SUBMIT TAX RETURNS TO GOVERNMENT AUTHORITIES  • LIANSE WITH EXTERNAL AUDITORS  • VERIFIED CLAIMS FOR ACCURACY AND CONFORMANCE WITH COMPANY POLICY  • MONITORED DAILY BANKING.  • SUPERVISED CASHIERS  • ENTERED DAILY DATA INTO QUICK BOOKS.  • PARTICIPATED IN STOCK TAKING ANNUALLY.  • CHECK STOCK RECORDS IN STORES DEPARTMENTS.  I WAS REPORTING TO THE FINANCIAL CONTROLLER | | | | | | | | | | |
|  | | **JULY 1999-SEPTEMBER 2000** | | | | | | | | | | |
| **Employer**  **Position held** | | **WORLD VISION UGANDA**  **ASSISTANT PROJECT ACCOUNTANT** | | | | | | | | | | |
| Duties  Education and Training | | * Prepared project budgets * Prepared books of Accounts * Prepared Bank reconciliations * Prepared Monthly Financial reports and Final Accounts * Prepared payroll and remit deductions to government Authorities * Procured all project items like building materials for schools and local community projects * Liaised with local government authorities and local community leaders in programme implementations * Liaised with other local and International Agencies in the region. * Participated in Fundraising to raise funds for child support activities | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Dates | | **1996-1998** | | | | | | | | | | |
| Title of qualification awarded | | **DIPLOMA IN BUSINESS STUDIES ( Accounting)** | | | | | | | | | | |
| Name and type of organization providing education and training | | MAKERERE UNIVERSITY BUSINESS SCHOOL | | | | | | | | | | |
| **Professional Training** | | **CPA-Part qualified.**  **Institute of certified Public Accountants of Uganda (ICPAU)** | | | | | | | | | | |
| Dates | | **1994- 1996** | | | | | | | | | | |
| Title of qualification awarded | | **ADVANCED CERTIFICATE** | | | | | | | | | | |
| Name and type of organization providing education and training | | SOROTI SECONDARY SCHOOL | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Dates | | **1988- 1991** | | | | | | | | | | |
| Title of qualification awarded | | **ORDINARY CERTIFICATE** | | | | | | | | | | |
| Name and type of organization providing education and training | | SOROTI SECONDARY SCHOOL | | | | | | | | | | |
| **Other training** | | **Certificate in Customer Care and Communication skills** | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Languages Spoken | |  | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Mother tongue(s) | | ATESO | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| Other language(s) | | ENGLISH | | | | | | | | | | |
| Self-assessment | |  | UNDERSTANDING | | | | SPEAKING | | | | WRITING | |
|  | |  | LISTENING | | READING | | SPOKEN INTERACTION | | SPOKEN PRODUCTION | |  | |
| English | |  |  | GOOD |  | GOOD |  | GOOD |  | GOOD |  | GOOD |
|  | |  | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| **Social skills and competences** | | GOOD TEAM WORK SKILLS;  CAN BE LEADER OF A GROUP;  ABILITY TO TAKE DECISIONS IN DIFFICULT SITUATIONS;  ABILITY TO LEARN NEW SKILLS;  COLLABORATIVE WORKER;  ABILITY TO WORK WITHOUT SUPERVISORY;  SELF-MOTIVATED;  WILLINGNESS TO WORK OVERTIME OR ON SHIFTS; | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| **Technical skills and competences** | | GOOD TECHNICAL SKILLS | | | | | | | | | | |
|  | |  | | | | | | | | | | |
| **Computer skills and competences** | | **PACKAGE PURPOSE**  MICROSOFT WORD DOCUMENTATION  MICROSOFT EXCEL COMPUTATIONS  MICROSOFT ACCESS DATABASE MANAGEMENT  SAP ERP ,QUICKBOOKS,TALLY,PASTEL INPUT ACCOUNT ENTRIES AND FINANCIAL REPORTING | | | | | | | | | | |
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| **Salary** | **US dollars** |
| Current | 800 |
| Expected | 1500 plus other benefits |