**Mansono**

mansono.363082@2freemail.com

**PROFESSIONAL EXPERIENCES**

 ***COMPÉTENCES-CLÉS***

 ***COMPÉTENCES-CLÉS***

* ***Since February 2016 :*** *Accountant at GROUPE BOUKARI SA- Cinkasse Agency*

*Task:*

***SERVICE STATION TOTAL CINKASSE 1 ET TOTAL CINKASSE 2***

* *Cashbook supervising of service station TOTAL;*
* *Performing basic accounting, preparation of financial statement of TOTAL*
* *Supervising of order form of TOTAL ;*
* *Supervising of delivery form of TOTAL ;*
* *Supervising of bank statement.*

 ***ELECTRIC/ MECANIC DIVISON***

* *Managment and Supervising of tools ;*
* *Needs analysis ;*
* *Financial supervising of externenservices ;*

***SUPER MARKET***

* *Supervising of trade expenses ;*
* *Stocktaking of articles ;*
* *Cashbook supervising ;*
* *Performing basic accounting, preparation of financial statement ;*
* *Supervising of order form ;*
* *Supervising of delivery form ;*
* *Supervising of bank statement.*

***HOTEL -RESTAURANT CITY CENTER CCH***

* *Supervising of trade expenses ;*
* *Stocktaking of articles ;*
* *Cashbook supervising ;*
* *Performing basic accounting, preparation of financial statement ;*
* *Supervising of order form ;*
* *Supervising of delivery form ;*

*Supervising of bank statement;*

 ***TIRE AND BATTERYSTORE***

* *Supervising of trade expenses ;*
* *Stocktaking of articles ;*
* *Cashbook supervising ;*
* *Performing basic accounting, preparation of financial statement ;*
* *Supervising of order form ;*
* *Supervising of delivery form ;*

*Supervising of bank statement;*

* ***To 04 from 22 January 2016 :*** *Audit and accounting at CAMA Notsè-TOGO*

*Task :*

* *Financial report statement of CAMA ;*
* *Supervising of agriculture articles ;*
* *Supervising of seeds.*
* ***To 06 au 24 Jully 2015 :*** *Audit comptable à CAMA Notsè-TOGO*

*Task :*

* *Financial report statement of CAMA ;*
* *Supervising of agriculture articles ;*
* *Supervising of seeds.*
* ***To 15 January from 31 June 2015****: Office of Procurement at National Electoral Commission à la CENI-TOGO*

*Task:*

* *Receipt an supervising of electoral equipments;*
* *Distribution of electoral equipments in sectionnal electoral commission.*
* ***To 1st march from 15 September 2013****: Office of Procurement at National Electoral Commission à la CENI-TOGO*

*Task :*

* *Receipt an supervising of electoral equipments;*

*Distribution of electoral equipments in sectionnal electoral commission*

* ***To 06 december 2011 from 06 February 2012****: Traineeship at Togotelecom Lomé-TOGO*

*Task : Management of Customer accounts « Grand public » ;*

* ***05 juillet au 05 septembre 2010****: Stage simple à UTB Lomé-TOGO*

*Task :*

* *Accouting processing of meal ticket ;*
* *Preparation of financial statement ;*

**DIPLÔMES**

 ***COMPÉTENCES-CLÉS***

 ***COMPÉTENCES-CLÉS***

***2011 :***

* *Superior Technicien certificate* ***(BTS)*** *in Accounting and Managment* ***(CGE)*** *avec at l’Institut Africain d’Administration et d’Etudes Commerciales* ***(IAEC) with Honor****;*

***2007 :***

* *Highschool Diploma (Mathematiques and Sciences) at Complexe Scolaire Islamique de Zongo (CSI-Zongo) ;*
* *National first-aid certificate at Togo RED CROSS.*

**COMPUTER SKILLS**

 ***COMPÉTENCES-CLÉS***

 ***COMPÉTENCES-CLÉS***

*Internet,Ms Word, Ms Excel, Ms PowerPoint, Sage Saari 100*

**LANGUAGES SKILLS**

 ***COMPÉTENCES-CLÉS***

 ***COMPÉTENCES-CLÉS***

* *French: Spoken, Writting(Perfect)*
* *English: Spoken, Writting (Good)*

**HOBBIES**

 ***COMPÉTENCES-CLÉS***

 ***COMPÉTENCES-CLÉS***

* *Reading: Romans, Strip cartoon, Books*
* *Sport: Basketball, Fitness, Football*
* *Tourism: Travelled in Accra (Ghana) and Cinkandouri (Burkina Faso)*