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| ***PERSONAL DETAILS.***  ***CITY:***  ***E-mail:***  ***SEX:***  ***STATUS***  ***Visa Status:*** | **TASHI**  Dubai, UAE,  [Tashi.382756@2freemail.com](mailto:Tashi.382756@2freemail.com)  Male  C:\Users\ICS\AppData\Local\Temp\modise.jpgMarried.  Tourist Visa |
| **Career Objectives:** | I am searching for a challenging Finance position in any Highly reputable entity so as to fully utilized my potentials & contribute to the maximization of shareholders wealth above expectations. |
| **Profile** | **ACCA FINALIST** with 5 years Accounting and Finance experience. I have keen attention to details, Good communication skills and results oriented. |
| **Competences:** | Corporate Reporting (IFRSs, US GAAP, UK GAAP, OHADA)  Budgeting &Forecasting  Capital Budgeting  Cost ascertainment and control.  Inventory management and control.  ERP, Microsoft Office, Excel, Power point. |
| **Professional Experiences:**  **Jan 2015– JUNE 2018.** | **SENIOR ACCOUNTANT AES SONEL DOUALA, CAMEROON.**  ***Main Responsibilities:***   * In charge of the whole cycle * Achieved a 20% drop in operating expenses. * Preparation of Financial Reports. * Reviewing of Receivables & payables. * Cash management & forecasting * Payroll and administrative activities (payments). * Preparation of Financial Statements. in accordance with IFRS, IAS& OHADA * Preparation budgets & review of prior budgets & taking action. * Process invoices and expense claims on a daily basis. * Check invoices and expense claims on correct backup. * Encode invoices to the correct cost allocation. * Scan invoices and distribute them on digital approval route. * Issue daily cash position & Cash forecasting. * Maintain contact with suppliers and supply Statement of Account as requested. * Keep track of deductions for payroll purposes. * Check and compute overtime of employees for payroll purposes. * Preparation and submission of taxation records including VAT returns. * Create provisions and book monthly accruals. * Ensure updated information on vendor details, invoice log and advance payment log. * Handle petty cash – disbursement of payment and reconciliation of records. |
| **NOV 2013 – DEC2015** | **ACCOUNTANT,PAN AFRIQUE PROFESSIONAL INSTITUTE.**  ***Main Responsibilities:***   * Handling bank reconciliation and control accounts reconciliation. * Review Receivables accounts and follow-up for payments * Preparing monthly, quarterly and annual budgets * Cash management and account reconciliation; * System used – Quick Books (Desktop/Online version) * Write chart of accounts; * Receivables collection and management. * Succeeded in setting & improving on the internal controls of the Kiza Group. * Preparation of financial statements in accordance with IFRS, IAS, OHADA GAAP * Provision of necessary documentations to the external auditors. * Managing supplier’s payments & statements , * Preparation of VAT on purchases and sales and it’s returns. |
| **AUG 2013 – OCT 2014** | **ACCOUNTS ASSISTANT AT AZIRE COOPERATIVE CREDIT UNION.**  ***Main Responsibilities:***   * Maintaining proper accounting records according OHADA & IFRS * Participate in the Review of performance using variance analysis and KPIs * Participate in Internal audit reviews * Participate in Receivables, Payables, Inventory & cash management * Participate in the preparation of budgets * Calculation and payment of VAT & other taxes to the appropriate authorities. * Preparation of day books & business documentations. * Recording & posting invoices in the system |
| **Qualifications:**  2018 - Ongoing  DEC 2017  JUN 2012  DEC 2008  JUN 2005  May 2004 | Msc with London college - UK  ACCA Professional Accountant (ACCA AFFILIATE),Professional Ethics Certificate from ACCA UK, July 2015  *ACCA Fundamental Level Certificate(Bachelors Degree in Accounting Equivalent)*  *GCE A/L (Including Electrical & Engineering Technology, Computer science and Applied Mathematics)*  *GCE O/L (9 papers: including Electrical Technology, Physics, AppliedMath and Mathematics*)  CAP & PROBATOIRE |
| **Languages** | English & French |
| **Interest** | Reading professional magazines/newspapers &listening to Business News. |
| **References** | Available on request |
| **Trainings** | The Introduction of Indirect taxes ( GCC, UAE organized by ACCA.Middle East. |
| **Other Experience** | Auditor AC N & Co Certified Public Accountants & Auditors. |
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