**Denver**

**Accountant**

D.O.B.: 03 March 1978

Nationality: Zimbabwean

Email: denver-390525@gulfjobseeker.com



**Objective Statement**

Motivated and detail-oriented Accountant with over 5 years general accounting experience offers the following skills and experience:

* solid working knowledge of MS Office with a strong level of proficiency in Excel
* administration of accounts receivable and accounts payable
* efficient maintenance of the integrity of general ledger accounts
* preparation of accurate financial accounts and reports to comply with accounting principles and practices
* able to accurately gather, interpret and analyze financial data
* excellent organizational skills with demonstrated ability to effectively prioritize to meet strict deadlines
* proven ability to quickly learn and use new technologies and tools

**EDUCATION**

* **Harare Polytechnic**, Harare, Zimbabwe

Higher National Diploma in Accountantcy, December 2001

* **ACCA, UK** PART 2
* **SAP FICO (End User Level),** United Arab Emirates

**LANGUAGES**

**English –** Fluent & Excellent reading, writing and speaking **Arabic -** Beginner

**SPECIALIZED SKILLS**

* Critical thinking , active learning and attention to detail
* Analytical and problem solving skills
* Self-motivated worker with ability to multitask.
* Strong team leadership and motivation skills.
* Organized, ability to work under pressure in fast-paced environment.
* Excellent communication abilities at any level of business and management.

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**PROFESSIONAL EXPERIENCE**

**Assistant Accountant** (Sept 2017–Present)

* Month end financial reports.
* Nominal Ledger reconciliations.
* Statutory returns (VAT)
* Analyse General Ledger, Intercompany items and Accounts Payable.

**Accountant**, Zimbabwe (Dec 2016–April 2017)

Innscor Africa Limited is a manufacturer of consumer staple and durable goods for the mass market through a managed and where strategically appropriate, integrated portfolio of businesses in Zimbabwe.

Role Details

* Month end financial reports.
* Nominal Ledger reconciliations.
* Statutory returns (VAT, QPD, PAYE)
* Preparation of Audit Schedules.

**Accountant**, Zimbabwe (Nov 2012–Nov 2016)

Racewin Trading is an agriculture input supplier and FMCG company in Zimbabwe.

Role Details

* Production of Monthly and yearly management reports.
* Statutory Returns (VAT, PAYE, INCOME TAX, QPDs)
* General Ledger, Accounts Payable and Receivables
* Intercompany accounting.
* Preparation of Audit Schedules

Key Achievements

* Producing financial reports timeously.

**Accountant**, Zimbabwe (2007-April 2011)

Nutresco Foods one of the division of Blue Ribbon Foods (Pvt) Limited, is one of the largest manufacturers and marketers of food products in Zimbabwe.

Role Details

* Production of Monthly and yearly management reports.
* Intercompany accounting
* Statutory Returns (VAT, PAYE, INCOME TAX, QPDs)
* Liaising with external auditors
* Cashflow Management
* Product Costing

Key Achievements

**** Producing Financial reports timeously.

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**Assistant Accountant**, Zimbabwe (April 2004-2007) **It** is one of the large manufacturer of food and stock feed products in

Zimbabwe.

Role Details

* Assisting in Production of Monthly Management Reports
* Statutory Returns (VAT, PAYE, INCOME TAX, QPDs)
* Reconciliation of Nominal Accounts
* Maintenance of General Ledger, Fixed Asset Register
* Production of Branch Final Accounts and Consolidation (4 Branches)
* Preparation of Audit Schedules
* Stock Analyses, Valuations and Reconciliations

**COMPUTER SKILLS**

* SAP FICO Module.
* Syspro v 6 (Accounting)
* Quickbooks
* Microsoft Office
* Internet & e-mail.

**OTHER**

Clean UAE Driving Licence

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