Bilingual (fluent in French and English), versatile and resilient enterprising professional with about 4 years of experience mainly in Energy Sector. A merit class MBA in Oil and Gas Management graduate, with excellent reputation for resolving problems, and driving overall operational improvement. Highly skilled in Market Research, Project and Strategy Analysis with proven successfully implemented recommendations from past works. Proven record of spearheading trade activities with consistency, accuracy, and full compliance with regulatory requirements while ensuring efficient handling of financial operations and transactions. Fully competent in accounts reporting per GAAP and IFRS guidelines, and financial analysis. An outstanding team member as well as good at working on own initiative. Seeking to take up new international challenges in commercial/ Finance environment.

# Work History

05-2018 - **Acting Manager / Business Development**

Assata

### Finance/ Operations/ Business Development

09-2019

2018-03 -

2019-02

*( Medium Manufacturer), Abidjan*

* Represented along with management executives union members and presented a case for the reduction of states fees in favor of the sawmill sector leading to 60% waiver of the fees
* Managed and monitored the successful conduct of 15%

shareholding agreement for a plant oil factory in line with a new diversification strategy

* Spearheading the overall P&L management and business operations

in order to meet the defined targets in terms of business development, resource utilization, and budgets

* Engaged in the collection of receivables unrecoverable for 2 years

with 30% successful recovery

### Trade Operations Coordinator

*Synergetics part of Birimian Commodities DMCC (International Trade And Finance Firm), Abidjan* May'16 – Feb'17: Independent Consultant

Mar'18 – Feb'19: Trade Operations Coordinator

* Spearhead overall operations including liaising with banks, forwarders and shipping companies, building customer relations and supervising customs clearance
* Directed and monitored with assigned harbormaster's and customs'

agents, pre-clearance content examination of 2 containers of 1060 items per key customer's special request

* Conducted investment analysis of USD 5,248,308 for precious

stones procurement project from Central African

**Contact Details:**

Personal Contact: assata-310602@2freemail.com

Reference: Mr. Anup P Bhatia, HR Consultant, Gulfjobseeker.com 0504973598

## Skills:

* Problem Solving
* Leadership
* Budgeting and Forecasting
* P&L Management
* Accounts Reporting
* Strategy and Market Analysis
* AP, AR & LC
* Market Research
* Project Management
* Data Collection and Analysis
* Trade Operations
* Tax Filing and Compliance
* Strategic Planning
* Problem Solving
* Documentation and Reporting
* Teamwork
	+ Monitored and followed up all operations handling especially for letter of credit of about USD 170,000 and negotiated advance from advising bank backed by guarantee amounting to USD 500,000,000 from reputed international bank
* Stakeholders Relations
* Customer Relations
* Value Chain Analysis
* High Stake Negotiation

2017-02 -

2017-12

**Finance Trainee**

#### CNRL (Multinational Oil & Gas Company), Abidjan, Côte d'Ivoire

* Compiled, input and analyzed VAT data to assess current situations by highlighting trends and discrepancies, providing the head of the department with useful insights to support informed decision makings
* Reviewed files, records, and other documents to obtain business information and key data in response to the team queries related to payables operations, suppliers' VAT inquiries, contract compliance, and external audit necessities
* Pivotal in savings of millions of dollars of exempted taxes by clearing 5 years' backload of about 4000 unsettled VAT returns within 4 months
* Well-versed in financial reporting and accounts record in

Joint-Venture and Production Sharing Contract environments

## Analysis & Research Projects:

* + **Jul'13 - Sep'13**: Conducted Feasibility Study of 2 Abidjan’s townships street lighting project by use of solar power
	+ **Aug'05 - Dec'05:** Designed & developed a widely-approved data- entry format as part of PETROCI databank development project

## Software:

* + Microsoft Suite: Word, Excel and PowerPoint
	+ Maximo
	+ SAP GBI 2.0
	+ EasyTrace
	+ Excel functions for data

2014-09 - **Business Development Intern**

analysis and modeling

2014-12

*Genesis Oil and Gas (Oil and Gas Consulting Firm), London*

* In Charge of assisting Global Business Development Director in daily tasks and analyzed competitors, clients and market information to fetch the continuous up to date market situation
* Prepared report on a conference attended by the Director; qualified

for sharing on the company internal website

* Researched and analyzed competition information into matrix allowing a real-time competitiveness gauge of Genesis

## Languages:

* French: Fluent
* English: Fluent
* Spanish : Basic

## Certificates:

* Excel Scratch Course from CFI
* Accounting Fundamentals from CFI
* Introduction to Corporate Finance

# Education

2013-01 -

2014-05

I am available for an interview online through this Zoom Link <https://zoom.us/j/4532401292?pwd=SUlYVEdSeEpGaWN6ZndUaGEzK0FjUT09>

**MBA: Oil And Gas Management**

#### Coventry University London Campus - London, United Kingdom **(Merit Class)**

from CFI

* + Leadership, Public Speaking and Personal Development from US Embassy in Abidjan
	+ SAP GBI 2.0 from Acharya

Institute of Technology

### Reference: On Request