SHITTU HABEEB OLAYIWOLA (aca)

No 47, Adeyeri Crescent, Adeyeri Estate, Off College Road,Ogba, Lagos

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## Education & Qualifications

* University of Ilorin Ilorin 2003-2006

### B.Sc (Hons) Chemistry

(Second Class Lower Honours)

* Offa Grammar School, Offa, Kwara state 1995-2001

Senior Secondary School Certificate

## Work Experience

* **Organization :** Oceanic Health Management Limited 266, Murtala Mohammed way Yaba Lagos(Seconded Simultaneously by ICMA Professional Services, 23, Oba Akinjobi way GRA Ikeja, Lagos )

**Unit :**  Finance

### **Position :** A/g CFO/ Head of Account/Finance/Investment January 2020 to date

**Responsibilities:** Oversees and supervises the whole finance and financial activities of the company; Prepare Budget and budget controls; Evaluation of Budget performance, Prepare Projections of Liquidity and Profitability; Evaluation of projections performance, Cost control and loss ratio mitigation; Investment and Portfolio Management; Ensure Compliance with statutory regulatory bodies e.g NHIS,PENCOM, FIRS and other State Internal Revenue; Prepare Management Monthly and Quarterly Performance Reports with run rate and variation analysis , Prepare Monthly and Quarterly Business Review, Breakeven performance Analysis, Treasury & Asset Management, Liaise with the Company Auditor on Annual Final Account; Report to the MD

* **Organization :** ICMA Professional Services, 23, Oba Akinjobi way GRA Ikeja, Lagos

**Unit :**  Finance

### **Position :** Deputy Manager Finance & Internal Control June 2013 to date

**Responsibilities:** Tax management & advisory; Ensure Compliance with statutory regulatory bodies e.g PENCOM, FIRS and other State Internal Revenue; Treasury & Asset Management, ensuring strict compliance with the Internal Control Procedure, Review the ACV (Annual Compliance Variation) to improve the internal control procedures, Liaise with the Company Auditor on issues that affect the Internal Control.

**Unit :** Finance

### **Position :** Internal Control Officer May 2009- May 2012

**Responsibilities:** Ensuringall transactions goes through the proper control procedure including the required authorization and approval, Examination of Vouchers and other instruments of payment, Mandatory compliance with statutory deductions (Tax and Pension) in accordance with Tax regulatory bodies and Pension Regulatory body

## Professional Association Membership

* Member Institute of Chartered Accountants of Nigeria (ICAN) MB044948

## Professional Courses and Trainings

* Effect of New Tax Gazette on Revenue Generations in Nigeria June 15-17, 2011

Organized by ICMA Services, Lagos, Nigeria

* Capacity Building Programme February 8-10, 2012

Organized by ICMA Services, Lagos, Nigeria

* Core Competence For Revenue Enhancement March 14-16, 2012

Organized by Saffron Professionals Nigeria

* Capacity Building Programme September 19-22, 2013

Organized by Saffron Professionals Nigeria

## Leadership Activities and Major Assignments Carried out

* Liquidating officer that carried out the liquidation of Sefteg Nigeria Company (a wonder bank that existed between 2006-2008), My Director Faruk Ismail was appointed Liquidator and I served as the liquidating officer, with creditors/investors liabilities running up to 2.1 Billion Naira, after reconciliation and liquidation, a payment of 80 kobo to 1 Naira was paid for every investment, I was saddled with the responsibilities of reconciliation , payments made to creditors/investors and reporting to Corporate affairs commission, Federal High Court Ikoyi and Central Bank of Nigeria. 2009
* Members of the Audit team that carried out six years tax audit of Pan African Nig Ltd and Bristow Helicopters for Delta state BIR with liabilities running to Millions of Naira 2011
* Taught Chemistry and Integrated Science at FGGC Gwandu Kebbi State during NYSC 2007 – 2008
* Speaker, Students Representative Council, Student Chemical Society of Nigeria UniIlorin Chapter 2005 - 2006
* Clerk , Students Representative Council, Student Chemical Society of Nigeria UniIlorin Chapter 2004 - 2005
* Senate Member of Nigeria Association of Science Student University of Ilorin 2003 – 2004

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## Skills and Attributes

* High team spirit, strong leadership ability and good organizational skills with great passion for excellence
* Basic skill in ERP,SAP, Sage Pastel Evolution and Powersoft accounting software
* Proficiency in the use of Microsoft Excel, Word and PowerPoint

## Personal Information

* Gender: Male
* Date of Birth: 5th November 1984
* Marital Status: Married
* State of Origin: Kwara

## Referees

* Available on request