**FUNMINIYI SUNDAY BABASALE**

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**CAREER OBJECTIVE**

A motivated and highly skilled Financial Accountant, Credit Control Analyst, lnternal control management, Management Accountant and Finance Expert with a generalist accounting background and ability to provide financial information to all areas of business whilst ensuring that all management information is accurate and exceeding clients’ satisfaction. Keen to secure a responsible position in a dynamic organization where I can fully utilize my training, experience and skills, while making a significant contribution to the success of my employer.

**PERSONAL DATA**

Sex: Male Marital Status: Married

Nationality: Nigeria

**EDUCATIONAL BACKGROUND**

**University of Ado-Ekiti, Ekiti State 2002 - 2008**

*B.Sc. Accounting (Second Class Upper Division)*

**Ondo State Polytechnic, Owo, Ondo State 1997 – 2000**

*N.D. Accountancy*

**Saint Peter Unity Secondary School, Akure, Ondo State 1989 – 1995**

*Senior Secondary Certificate Examination*

**WORK EXPERINECE**

**Fakob & Son’s Nigeria limited, Ondo state**

**Credit Control Manager July 2020**

* Checking customers credit situation to decide whether or not give credit facilities.
* Setting up the terms and conditions of the receivables and payable balances.
* Dealing with internal queries about payment, ensuring customers pay on time and negotiating re-payment plans,
* Setting up of the Credit Control system to ensure that debts are paid in a timely manner.
* Identify changes in payment patterns and propose action to avert indebtedness.
* Regularly making contact with customer to ensure all relevant debts are managed as necessary.
* Ensure that all transactions comply with the company policy.
* Providing ad-hoc reporting as at when requested by the management.
* Reconcile customers account ledger so as to ascertain true view of the account of each customer.
* Sending out monthly client statement /letter as may be agreed from time to time.
* Regularly review the company debts recovery procedures.
* Maintaining good customer relationship by visiting our respective customer to know how business is doing and give professional advise where necessary.
* Monitoring of Debt profile in order to ascertain the organization exposures.
* Presenting Analysis reports on all Receivables and way forward.

**ACHIEVEMENT**

* Reduction of debt profile from #482,454,066 to #196,507,079 within 2month of resumption.
* Introduction of Credit categorization to guild credit facilities to customers.
* Introduction of Excel format in computation of records,
* Introduction of Customer Personal ledger account and frequent reconciliation of account.

**Techlum Nigeria Limited, Lagos State**

**Senior Accountant** **June 2012 – June 2020**

* Building a scorecard for measurement of performance in relation to set targeted goals and objectives.
* Checking inventory taking into the ware house also monitoring of the usage of the inventory in the ware house
* Keeping of Accounting books and recording into different Ledgers, cash book and trial balance for proper Accounting records.
* Making sure all accounting records are prepared base on accounting standard in order to meet global standard of accounting system.
* Preparation of staff payroll and effect schedule to bank for payment
* Preparation of financial statement and cash flow reports of the organization also interpretation and analytical review of all the financial records prepared for the organization for the usage of stakeholder Annually, Monthly and Mid-year so as to know the financial position of the organization.
* Planning and forecasting implementation of the organization long term goals.
* Monitoring and advising the company about their asset both fixed and current Asset so as to know there present and market value as at when due.
* Representing the organization in some strategy conference and seminars so as to guild the organization on some decision and policy formulation.
* Preparing regular report on expenses, cost and revenue so as to guild the organization in decision making.
* Reconciliation of books of account and monitoring of banking activities
* Monitor and oversee Account payable, Account receivable, Debtors Receivable period and creditor’s payable period.
* Preparation of company budget, forecasting and implementation so as to achieve the aim of the organization also making financial decision during management meeting.
* Preparation of taxes and levies for the organization also filling of Annual tax returns such as VAT, WITHHOLDING, PAYE, PENSION REMITTANCE, NSITF.

**Achievement**

* Designed reporting tools for cash planning, financial reporting, project monitoring and projection.
* Reconciled balance sheet line items to reflect their true and fair view.
* Reviewed the company books and reduced VAT liability from (70million to 8million).
* Introduction of effective cost control technique which really reduced cost of operation and guild against wastage.
* Formulation of international standard ways of preparing and reporting Accounting reports/statements.
* Introduction of Fixed Asset register ledger so as to know fair value of the organization assets as at when due.

**Famous Endurance Nigeria Limited, Akure, Ondo State**

**Accountant** **2009 – 2012**

* Preparation of all ledgers regarding accounting records
* Preparing and maintaining books of account
* Receiving cash and cheque also making payment on behalf of the organization.
* Reconciliation of book of Accounts with Banks.
* Relating with government Agency in payment of taxes and levies.
* Ensuring the internal control of the company is maintained and adheres to effectively.
* Making sure all purchases and disbursement past through procurement unit at minimum cost.
* Oversee Account payable and Account Receivable

**PROFESSIONAL CERTIFICATION**

**Institute of Chartered Accountants of Nigeria (ICAN) 2018**

*Associate Chartered Accountant*

**Chartered Institute of Finance and control of Nigeria (CIFCN) 2015***Associate Finance Member*

**TRAINING**

**Record Based Business Solutions, Lagos state 2020**

*Practical training on Sage and formatting Microsoft Excel.*

**Lantrosoft Computer Solution, Akure, Ondo State**

* *Sage, QuickBooks Accounting Software* **2019**
* *Training on IFRS Accounting standard* **2018**
* *Diploma in Computer Training* **2014**

**PERSONAL SKILLS AND COMPETENCES**

* Adhering at all times to the strictest interpretation of all relevant Codes of Practice and professional conduct as well as have a professional and helpful manner when dealing with finance related enquires from colleagues or third parties.
* Interpretation and Analytical review skills of financial statement or report
* Expert in usage of accounting software application like SAGE, Advance Excel, Quick book as well as training on Accounting standard and first aid at work
* Ability to introduce new business strategies and how to accomplish them
* Good command in computer skills such as: Microsoft Office Suite (Word, Excel) with ability to become familiar with firm-specific program and software.
* Open to constructive feedback and always listening carefully to what employees have to say about my ability and proposing innovative solutions to defined problems to ensure that sound decisions are made across the company.
* Skills on how to maintain and monitor also in cash flow management for sound financial decision.
* Responding quickly, responsibly and pragmatically to situation that require immediate attention, focus and action as well as tactful communicator who has a warm, friendly and welcoming manner and who is confident when communication.

**REFEREES**

*Will be available on request.*