**JIMOH, RACHEAL LOLA**

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# Professional Objective

To become a sought after in the accounting field all over the world and develop young accountants to keep the industry more interesting and competitive.

## **Core Skills**

* Disciplined, diligent, integrity, great analytical mind and ethical approach to work.
* A team player who can also work independently or with minimum supervision.
* Strong interpersonal skills and ability to deal with cross-cultural communication.
* Knowledge of N-GAAP/IFRS.
* Knowledge of finance, accounting, budgeting, taxation, auditing and cost control principles.
* Ability to analyze financial data and prepare financial reports, statements and projections.
* Willing, open minded and able to learn at fast rate.
* Excellent typing skill.
* Proficiency in the use of Microsoft Word, Excel and some other computer applications.

**Professional membership**

* Association of Certified Chartered Accountants (ACCA) - (In View)
* Institute of Chartered Accountant of Nigeria (ICAN) - (ACA)
* Chartered Institute of Public Management of Nigeria (CIPM) - (Associate Member)
* Accounting Technicians Scheme West Africa (ATSWA) - (AAT)

**Trainings**

* Piston and Fusion - Certificate in Financial Modelling & Forecasting 2020
* Project Management Institute - Project Management Professional Course 2020
* Code Lagos Program - Web Design (HTML & CSS) 2018
* Daystar Leadership Academy - (Basic Level) 2011
* NFOSYS Computer Institute, Ogun State - Diploma in Desktop Publishing 2008

**Educational Qualification**

* BSc - Economics, University of Ibadan, Oyo State. 2018
* HND - Business Administration, Olabisi Onabanjo University, Ogun State. 2010
* ND – Marketing, Federal Polytechnics Ilaro, Ogun State. 2006
* Command Day Secondary School, Oshodi, Lagos 2003
* First School Leaving Certificate, Estolub Nur&Pri. School, Oshodi, Lagos. 1996

## **Experience**

**SOENI KONSULT LIMITED 2018 Till Date**

**Designation:** Management Consultant

**Duties and Responsibilities:**

* Preparation of Clients’ Financial Reports
* Other Financial and Tax Consulting Services.
* Management Consulting Services.
* Market Analysis & Financial Projections for Businesses.

**NIGERIAN BREWERIES PLC 2015 - 2016**

**Designation:** Account Receivables Officer – Finance Division

**Duties and Responsibilities:**

* Processing of Customer Order from different Locations into SAP.
* Reconciliation of Customer Account with customer order documents on a daily basis on SAP (using Pivot Table & V look up on Excel).
* Presentation of Customer Issues to the Customer Billing Manager on Request.

**CONSOLIDATED BREWERIES 2012 - 2015**

**Designation:** Account Reconciliation Officer/ Senior Account Clerk

**Duties and Responsibilities:**

* Preparation and processing of invoices for payment approval
* Processing of LPO, SR, Invoices and IMR
* Ensuring LPO and Invoice registers are up to date
* Ensuring that LPO, SR and invoice matches before getting approval
* Raising of cheques Bank Payment Voucher
* Posting of Invoices after payment processing
* Posting of Bank Tellers & Other Payments.

**3K2 NIGERIA LIMITED 2011- 2012**

Designation: Secretary

**Duties and Responsibilities:**

* Preparing quarterly/monthly budgets
* Screening telephone calls, enquiries and requests, and handling them appropriately
* Attending to mails, faxes, posts and other correspondence
* Producing documents, briefing papers, reports and presentations
* Ensuring proper records of receipt and expenditure in the company
* Following up on debtors and keeping track on all outstanding payments
* Assists in keeping appointments and attending meetings on behalf of the CEO

**LAGOS STATE DEVELOPMENT AND PRINTING CORPORATION (LSDPC) June 2007**

**Designation:** Industrial Attachment (IT).

**Duties and Responsibilities**:

* Ensure quick and efficient service delivery to customers
* Working with Marketing Manager on brand management
* Development of effective marketing strategy for the Company.

**INTERESTS:** Researching, Reading, Music, Travelling.