

**AGHOGHO RUTH OVWIGHO**

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**PERSONAL STATEMENT**

- ◆ To build an excellent accounting and auditing career offering transparent and top class financial services and become the professional of choice wherever I work
- ◆ To be identified as a strong contributor to the attainment of my organisation's goals and objectives
- ◆ To work with minimum supervision and achieve desired goals as demanded by management without hitch or constraint and within required time

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**CAREER SUMMARY**

- ◆ A result-driven and goal-oriented finance expert with 10 years' experience in Accounting, Auditing and Customer Service in the downstream oil and gas sector.

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**KEY SKILLS**

- ◆ Financial reporting
- ◆ Budget forecasting
- ◆ Standard cost analysis
- ◆ Internal auditing and external auditing
- ◆ Accounts receivable and accounts payable
- ◆ Tax handling
- ◆ Vendor appraisal and management
- ◆ Inventory and stock reconciliation
- ◆ Competent using MS Office
- ◆ Competent using Sage Pastel Evolution (2)
- ◆ Competent using SAP accounting package

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**EDUCATION**

2013 – 2014	University of York, United Kingdom <b>Masters in International Business and Strategic Management</b>
2006	Madonna University Okija, Nigeria <b>BSc Accounting</b>
2014	<b>Certified Information Systems Auditor (CISA)</b>
2010	<b>Associate Chartered Accountant (ACA)</b>

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**WORK EXPERIENCE**

Feb 2020 till date	Financial Analyst, MRS Oil Nigeria Plc, Lagos, Nigeria
	<ul style="list-style-type: none"><li>◆ Preparation, entering, verifying and maintaining monthly prepayments and amortisation schedules</li><li>◆ Review, analyse and interpret financial results and forecast (Variance analysis, Profit &amp; Loss impact)</li><li>◆ Annual budget development, forecast and investment analysis</li></ul>

- ◆ Reconciling transactions by comparing and correcting, and reposting data when necessary
- ◆ Provide accurate and timely financial information to management to support business planning and decision making
- ◆ Identify opportunities for improvement in both processes and cost efficiencies for the business operation
- ◆ Active participation in ensuring external auditors have schedules, explanation and supporting documents during the Audit exercise.

Jan 2018- Jan 2020

Lube Installation Accountant, MRS Oil Nigeria Plc, Lagos, Nigeria

- ◆ Preparation of monthly margin reports, profitability and cost analysis
- ◆ Review and analyse inventory, yield, utility usage services of the business unit
- ◆ Overseeing general accounting including accounts payable and receivables
- ◆ Ensure adherence with established Internal Control processes and procedures and suggest ways to improve observed gaps
- ◆ Overseeing unit audit exercise with internal and external auditors
- ◆ Monitoring and evaluating capital projects in the department
- ◆ Identify and provide explanations for material variance and provide recommendations on cost saving techniques
- ◆ Account reconciliation, stock reconciliation and customer management
- ◆ Setup cost standards for budgeting purposes while providing analysis for year-on-year changes
- ◆ Update product costing and perform calculations of production price & usage variance and order settlement on SAP
- ◆ Preparation of monthly margin reports and analysis
- ◆ Other duties as assigned

July 2015 – Dec 2017 Aviation Accountant, MRS Oil Nigeria Plc, Lagos, Nigeria

- ◆ Oversee day to day financial and accounting services of the aviation business unit
- ◆ Overseeing general accounting including accounts payable and receivables
- ◆ Ensure compliance with established Internal Control processes and procedures and suggest ways to improve observed gaps
- ◆ Overseeing aviation dept. audit exercise with internal and external auditors
- ◆ Monitoring and evaluating capital projects in the department
- ◆ Carrying out intermediary functions with FAAN and Joint Venture partners
- ◆ Account reconciliation, stock reconciliation and customer management
- ◆ Monitoring of Corley receivables and payables in order to attain proper intercompany records
- ◆ Mitigating the company against financial and credit risks
- ◆ Preparation of monthly margin reports and analysis
- ◆ Other duties as assigned

Nov 2014 – June 2015 Aviation Accountant, Acorn Petroleum Plc, Lagos, Nigeria

- ◆ Oversee day to day financial and accounting services of the aviation business unit

- ◆ Tracking overall aviation fuel sales
- ◆ Overseeing general accounting including accounts payable and receivables
- ◆ Setting up and overseeing tax collection and other government fees
- ◆ Monitoring and evaluating capital projects in the department
- ◆ Carrying out vendor appraisal
- ◆ Carrying out market price and intelligent surveys, participating in fuel bidding process among others
- ◆ Mitigating the company against financial and credit risks
- ◆ Account reconciliation, stock reconciliation and customer management
- ◆ Other duties as assigned

Aug 2011- Oct 2013 Aviation Accountant, Acorn Petroleum Plc, Port Harcourt International Airport, Rivers, Nigeria

- ◆ Oversee day to day financial and accounting services of the aviation business unit
- ◆ Responsible for accurate accounting for product purchase and payment from both local and foreign customers in line with 'into plain' agreed contract terms
- ◆ Carry out product market price analysis, intelligent surveys and corporate product strategy development.
- ◆ Maintain adequate internal control processes in all areas of aviation
- ◆ Review fuel bidding processes and contract negotiation in line with international pricing method
- ◆ Ensure that the credit limit of customers are strictly adhered to at all times to mitigate against financial risk
- ◆ Data entry into Sage Pastel
- ◆ Bi-weekly reports on activities of the unit.
- ◆ Routine stock purchases reconciliation by trenches tied to both cash and credit sales
- ◆ Other duties as assigned.

01/01/2011 – 31/07/2011 Auditor, Acorn Petroleum Plc., Lagos, Nigeria

- ◆ Examine the financial and accounting control systems and gauge the level of financial risk
- ◆ Examine inventory to verify journal and ledger entries
- ◆ Prepare detailed reports on audit findings
- ◆ Provide necessary assistance and support to the internal audit manager during investigations.
- ◆ Monthly observation of stock taking exercise in selected locations and cash counts and ensure the assets of the company are safeguarded
- ◆ Assisting with external audit preparations and processes
- ◆ Periodic Audit review of stock movement and reconciliation
- ◆ Other duties as assigned.

Feb 2009 – Dec 2010 Administrative / Account Officer, Acorn Petroleum Plc., Rivers State, Nigeria

- ◆ Reconcile and maintain balance sheet accounts
- ◆ Prepare journal entries
- ◆ Assisting with monthly closings and preparation of monthly financial statements
- ◆ Handling the petty cash and payment vouchers,
- ◆ Preparation, updating and follow up of customer accounts
- ◆ Assist with accounts receivable and accounts payable
- ◆ Customer relations
- ◆ Other ad hoc duties as assigned

April 2007 – April  
2008

National Orthopaedic Hospital, Kano State, Nigeria  
Account Officer

- ◆ Preparation of bank reconciliation statement
- ◆ Keeping the general ledger
- ◆ Preparation of payment voucher
- ◆ Petty cash
- ◆ Handling other general ad hoc duties

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References available upon request