

ADEBO PEACE FASIKU

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OBJECTIVE:

I look forward to making positive contributions through learning, development and acquisition of new skills that can effectively be utilized to improve operations

EDUCATION:

University of Lagos, Nigeria **Jan. 2013 - Nov. 2018**

Qualification: *Bachelor of Science, Accounting*

Living Spring Comprehensive College, Lagos, Nigeria **Jan. 2004 - Sep. 2010**

Qualification: *Ordinary-Level Certificate*

WORK/LEADERSHIP EXPERIENCE:

Legal Accountant, Charles Musa & CO, Lagos **May 2021 – Present**

- Maintained record of daily balances and reconciled accounts
- Prepared pension schedules for remittance
- Prepared Tax schedules for remittance
- Reconciled account payables and receivables
- Administered payrolls and controlled income and expenditure
- Audited financial transactions and documents

Account Officer, 12 Baskets Foods Ltd, Lagos **May 2020 – Jan. 2021**

- Performed daily recording and book keeping of transactions
- Prepared Tax schedules for remittance
- Managed suppliers and vendors account
- Reconciled account payables and receivables
- Administered payrolls and controlled income and expenditure
- Audited financial transactions and documents

Audit Intern (NYSC), Equity Capital Solutions Limited, Lagos **Jul. 2019 – June 2020**

- Performed daily call-over of financial transactions
- Vouched payment vouchers and cheques
- Vouched daily jobbing book and mandates
- Reviewed daily trade upload activities
- Reviewed clients KYC documents
- Kept management up to date during the audit process through effective communication
- Seek feedback on personal performance and areas for improvement

Audit Virtual Intern, Grant Thornton, Australia **Apr. 2020**

- Audited income statement balances
- Mapped trial balance and identified material variances
- Audited payroll tax expenses and superannuation expenses
- Seek feedback on personal performance and areas for improvement

Member, The Investment Society (TIS), UNILAG **Jan. 2016 - Nov. 2018**

- Developed requisite basic skills indispensable to investment banking and corporate finance

PROJECTS/ACHIEVEMENTS/AWARDS:

- Final year research project on “*Impact of Internal Control System on Fraud Prevention in Financial Institutions*”.
- Successfully completed group project for presentation on Corporate Governance, UNILAG **Mar. 2015**
- 2nd runner-up, **Stock Pitch Competition** organized by the **TIS UNILAG** **Feb. 2017**

PERSONAL ADVANCEMENT/CERTIFICATIONS:

Introduction To Business Analysis, Charles Sturt University **Apr. 2020**

- Learnt the fundamental operations in business analysis
- Learnt how to create a force field analysis for a solution decision and a requirement traceability

for any Use-case

Finance: Time Value Of Money, Quantic School Of Business And Technology

Apr. 2020

- Learnt how to calculate the changing value of money over time
- Learnt how to construct a timeline to help visualize and manage the movement of cash-flows forward and backward over time

Communication And Interpersonal Skills, University Of Leeds & Institute Of Coding

Apr. 2020

- Learnt the best communication strategies for effective workplace collaboration and reflected on my own personal communication style
- Learnt how to manage and control challenging conversation

SKILLS:

- Proficient knowledge in the use of application packages such as Microsoft Word, Excel, PowerPoint, Business Profit Solutions Accounting Software
- Excellent interpersonal, organizational and superior communication skills
- Strong and demonstrated abilities in team work, team building and team leadership

VOLUNTEER EXPERIENCE:

Asst. Social Director, Health Care CDS Group (NYSC)

Jul. 2019 – June 2020

- Conducted and coordinated several donation and orphanage visitation activities

MBRU Community Immunity Ambassador

Apr. 2020

- Engaged members of my community by spreading awareness about the modes of transmission and the prevention strategies of covid-19

Presiding Officer, Independent National Electoral Commission

Mar. 2015

- Successfully led a team of three to conduct elections which generated more efficient results
- Supervised the poll clerks at the polling station

Volunteered in coordinating convocation ceremonies successfully

Jan. 2014

REFREE:

On request