

ANIDU YAKUBU KHALID

Postal Address

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Okpella

Edo State

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Home Address

147, Imiagwese, Okpella

Etsako East Local Gov't Area

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Objective

To offer my very best in all circumstances to the pursuit of my organizations' goals.

Experience:

Organization

period

position

No. of years

Oyathekua, Aguye & co

Chartered Accountants

60 Jattu Road, Auchi.

Edo State.

July 2022 – till date

Audit Trainee

1

- *Perform all Accounting duties.*
- *Statutory Audit.*
- *Management Audit.*
- *Feasibility Report.*
- *Taxation Services- Company and Personal.*
- *Company Secretariat Services.*
- *Preparation of Final Accounts.*
- *Staff Recruitment and Training.*

Voluntary Service at

Muslim Students' Society of Nigeria
(MSSN)

Edo/Delta State Area Unit.

Jan 2022 till date

Financial Secretary

1

- *Annual camp registration.*
- *Preparation of Annual financial report.*
- *Preparation of annual budget for the organization.*
- *Preparation and maintenance of all financial records.*

Al-Kindy Pharmacy

Auchi.

Warake Junction, Auchi

Edo State.

January 2020 – February 2020

Accountant

2m

- *Bookkeeping*
- *Financial Record Keeping*
- *Inventory Management.*

National Youth Service Corps (NYSC)

Lecturer at Jigawa State College of Education,
Gumel,

Jigawa State.

July 2018 to July 2019

Lecturer

1

- *Assisted the Financial Secretary with Annual camp registrations.*
- *Lectured 300-level student Auditing*
- *Lectured 100-level students' principles of Accounting.*
- *Prepared students' results for all the semesters.*

Voluntary Service at

Muslim Students' Society of Nigeria
(MSSN)

Edo/Delta State Area Unit.

Jan 2018 to December 2021

Asst. Financial Sec. 3

- *Assisted the financial Secretary on Annual camp registrations.*
- *Assisted in the preparation of Annual financial report.*
- *Acted on the capacity of the Financial Secretary at meetings on his absence.*

Education:	School	Year of graduation	Field
	Auchi Polytechnic, Auchi Edo State	November, 2017	Accounting (Distinction)
	Auchi Polytechnic, Auchi Edo State	September, 2014	Accounting (Upper Credit)
	Ogute-Oke Secondary School Ogute, Okpella Edo State	2010	WAEC/NECO
	Imiagwese Primary School Imiagwese, Okpella	2004	Primary School Leaving Cert.

Skills:	<ul style="list-style-type: none">✓ Computer Skills<ul style="list-style-type: none">• High Proficiency in Microsoft Excel (including Excel VBA), Microsoft Word and PowerPoint.• Use of Power BI and Excel for Data analysis.• Python for Data Analysis.• Web design with WordPress.• Front-end developer with Html, CSS, and JavaScript.• Master the use of Corel Draw and Adobe Photoshop.✓ Soft Skills<ul style="list-style-type: none">• Excellent interpersonal skills• Leadership skills• Team Player• Excellent communication skills and diplomacy• Ability to meet deadlines, set targets and team objective• Ability to multitask in a task-paced environment while maintaining an emphasis on quality• Hardworking and fast learner enjoys taking on some more responsibilities and can manage pressure
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Personal Data:

Date of Birth	February 13, 1994
Place of Birth	Okpella.
State of Origin	Edo State
Sex	Male
Marital Status	Single
Nationality	Nigerian

Hobbies:

- Writing code
- Reading
- Football

Referees

Provide on request.