

Contact

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Top Skills

Power BI
Business Intelligence (BI)
Financial Reporting

Bradley Clint Botes

Data Specialist | Power Bi Developer
City of Cape Town, Western Cape, South Africa

Summary

Experienced Power BI Report Developer with expertise in crafting insightful and interactive reports and dashboards that drive data-driven decision-making. Proficient in designing and implementing visually compelling reports, optimizing performance, and integrating data from multiple sources.

I also have 10 plus years Accounting cross departmental experience. Core competencies include analytical thinking, excellent problem solving skills, team player, independent self starter, innovative, committed, flexible as well as excellent communication and time management skills.

Experience

DataBalk

2 years 6 months

Data Specialist | Power BI Developer
October 2023 - Present (2 years 1 month)
South Africa

Designing and developing Power BI reports and dashboards to meet the business stakeholders' needs

Gathering and understanding business requirements for data visualization and analysis

Acquire, clean, and transform data for reporting purposes

Creating complex DAX calculations and measures to support data analysis

Ensuring data security and compliance with best practices

Troubleshooting and resolving issues in Power BI reports

Providing training and support to end users on using Power BI

Keeping up-to-date with the latest Power BI features and trends

Proficiency in Power BI development, including report and dashboard creation

Strong understanding of data modeling and data visualization concepts

Experience with SQL for data manipulation and extraction

Knowledge of Data Analysis Expressions (DAX) for creating calculations
Familiarity with data warehouse concepts
Excellent attention to detail and problem-solving skills
Excellent communication and collaboration skills
Ability to work independently and as a part of a team
Adaptability to changing business requirements

Bookkeeper

May 2023 - April 2024 (1 year)

South Africa

Key Responsibilities:

- Recording financial transactions such as sales, purchases, receipts, and payments in the accounting system.
- Reconciling bank statements and credit card statements to ensure accuracy of recorded transactions.
- Generating financial reports such as balance sheets, income statements, and cash flow statements.
- Preparing and filing tax returns and other government reports as required.
- Monitoring and managing accounts payable and accounts receivable.
- Communicating with clients and vendors to resolve any billing or payment issues.
- Payroll | salaries | employee on boarding
- Data Analysis
- Powerbi Reporting | Devops and CRM

Reporting Analyst duties and responsibilities

- Collect and analyze data to develop insights and recommendations for business decisions.
- Create and maintain reports and dashboards to track key performance indicators (KPIs) and identify trends.
- Communicate findings and insights to stakeholders
- Stay up-to-date with industry trends and best practices in reporting and analytics.
- Analyze and present sales data to provide recommendations and insights to drive success and proactively identify potential issues in our business
- Using Power BI, create dashboards and interactive visual reports
- Define key performance indicators (KPIs) with specific objectives and track them regularly
- Analyze data and display it in reports to aid decision-making
- Use Power BI to run DAX queries and functions

- Create charts and data documentation with explanations of algorithms, parameters, models, and relationships
- For a better understanding of the data, use filters and visualizations

Audax Accounting Solutions Inc.

Senior Bookkeeper

August 2022 - December 2022 (5 months)

Cape Town, Western Cape, South Africa

Rheinmetall Group

Accounting Assistant

October 2019 - May 2020 (8 months)

South Africa

- Timely preparation of monthly journals;
- Performing routine calculations to produce analysis and reports as requested by the Management Accountant;
- Creating, sending, and following up on invoices (creditors, debtors, sales function);
- Reconciling any discrepancies or errors identified;
- Adhering to the company's financial policies and procedures;
- Opening of clients' accounts with third parties
- Assisting procurement (purchase orders, sorting GRNs)
- Reconciling of general ledger accounts.
- SARS communication, filing VAT/ EMP returns;
- Payments on ERP system and directly on bank platform;
- Cashflow forecasts together with investments;
- Cost saving initiatives; Analysis and projects;
- Assets (depreciating, additions and disposals);
- Planning, organising and managing own workload to ensure that the incumbent's contribution to the company's monthly financial reporting is achieved in a timely and accurate manner;
- Foreign transactions/ payments together with imports/ exports customs;
- Training and assisting colleagues on ERP system;
- Assisting with end-of-year preparation and procedures.

Oxford University Press

Fixed Assets and Intercompany clerk

January 2018 - December 2018 (1 year)

South Africa

- To execute a range of financial tasks, such as transactional processing,

financial analysis and reporting using SAP.

- Perform period end activities and GL reconciliations to ensure that all transactions are posted accurately and period is closed on time.
- Reconcile all balance sheet accounts, Monthly Subledger Reconciliation
- Ensure Intercompany balances are confirmed and reconciled monthly.
- To ensure that PPE is recorded correctly in the accounting system and is being depreciated in line with Group Accounting Policies.
- Intercompany charges/fees are documented and recorded correctly
- Ensure Financial reports provide an accurate and timely picture of the OUP African businesses
- Record to Report, and InterCo Reporting

BAT

Finance Analyst

April 2010 - February 2016 (5 years 11 months)

South Africa

Fixed Assets Analyst:

- Responsible for the Fixed Asset Function,
- Recording the cost of newly acquired Fixed Assets, tracking existing Fixed Assets,
- Recording depreciation and Depreciation runs,
- Creation and change of asset Master data using SAP, processing Accounting entries for the sale of assets,
- Month end Reconciliation between Fixed Assets Register and GL Asset verifications.

Banking and Payments Analyst:

- Perform verification and reconciliation of accounts,
- Process and reconcile transactions of complex nature,
- Process, verify and reconcile input documentation,
- Maintain appropriate files, reports, Documentation and data,
- Reconcile and rectify customer ledger accounts,
- Reconcile accounts receivable records with sales invoices,
- Maintain regular contacts with internal and external customers,
- Reconcile and verify bank deposits and payments,
- Ensure follow-up action as and when necessary.

Accounts Payable Analyst:

- Verify and process all accounts payable documents
- Reconcile vendor accounts
- Resolve invoice discrepancies
- Process credit memos
- Manage vendor issues
- Maintain updated vendor files
- Maintain the general ledger
- Perform month end account analysis
- Generate and distribute monthly financial reports

Travel & Expense Junior analyst:

- Responsible for posting T & E related journal entries to the General Ledger
- Month End Reconciliations and Reports

Metropolitan Health Group

Premium Management Clerk

December 2007 - March 2010 (2 years 4 months)

South Africa

- Updating and reconciling membership master files
- Assisting the Client Services Agents with the rules of the Fund
- Responsible for membership recon.
- Received telephonically from members
- Reconcile, follow up and balance subscription
- Correspondence (Drafting of manual letters, requesting automated letters, emails and faxes received from members)
- Ensuring that reconciliations are actioned correctly
- Ensure that member error reports are actioned correctly and according to the requirements from Persal
- Ensure that SLAs with all stakeholders are maintained.

Clicks Group

Reconciliation and Sales Audit clerk

December 2006 - November 2007 (1 year)

South Africa

- Bank Reconciliation
- Sales Auditing

Education

Damelin

Bookkeeping, Accountancy · (2004 - 2004)

Proteus Secondary School

Matric/ Grade 12 · (2001 - 2001)