

# OLUWANIFEMI, OWOYEMI

Recent graduate seeking to leverage accounting skills and academic knowledge to gain entry-level accounting position at a forward-thinking firm. Dedicated, competent, inquisitive, and detail-oriented individual with the capacity to go beyond the expected and achieve company goals.

## CONTACT

Abayomi Estate, Ibadan Central  
Hospital Axis,  
Ibadan, Nigeria.  
+2348161243847  
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## PERSONAL DETAILS

SEX: Female  
MARITAL STATUS: Single  
DATE OF BIRTH: 8th Dec. 1998  
STATE OF ORIGIN: Ondo  
NATIONALITY: Nigerian

## TECHNICAL SKILLS

Familiar with automated accounting systems including ERP.  
Capable of analyzing trends and variances  
Excellent Mathematical Skills.  
Account Reconciliation, Financial reporting and analysis.

## LANGUAGES

English and Yoruba

## CAREER OBJECTIVE

To work in an organization where my skills will be effectively utilized for its advancement and be part of a team dedicated to working tirelessly to ensure organization record outstanding success.

## EDUCATION

### ***B.Sc. Hons. (Accounting) Second Class Division***

Adekunle Ajasin University, Akungba-Akoko, Ondo State. 2016-2021

**Coursework:** Accounting Foundations, Principles of Economics, Cost Accounting, Accounting Information Systems, Financial Accounting, Business Taxation and Compliance.

### **Senior Secondary School Certificate Examination**

St. Peters Unity Secondary School, Akure, Ondo State. 2009-2015

## STRENGTHS

Critical Thinking, Communication Skills  
Teamwork, Adaptability, Flexibility, Management.  
Proficiency in usage of Microsoft Office packages.  
Excellent Report Writing and Presentation Skills.  
Knowledge of Financial Statement and Payment Obligations.

## WORK EXPERIENCE

### **Index Managers, Ibadan, Oyo, Nigeria.**

**NYSC Accounting Intern, Accounting Department** May. 2022–Present

#### Job Responsibilities

Assists the accounting manager in day-to-day accounting tasks.  
Preparing accounts and tax returns.  
Advising on how to reduce costs and increase profits; monitoring spending and budgets.  
Ensure that financial statements and records comply with law and regulations.  
Keeping account books and systems up to date.

### **Owena Press Limited, Akure, Ondo, Nigeria.**

**Accounting Intern, Accounting Department** Oct. 2019– Dec. 2019

#### Job Responsibilities

Assisted the accounting manager in day-to-day accounting tasks.  
Reconciled outstanding payments, bank statements, ledger accounts, and helped with daily cash balancing for organization's financial excellence/cost optimization.  
Performed general office duties: filing, scanning, mail processing, and data entry to ensure operational continuity.  
Coordinated, monitored, and participated in monthly accounting procedures.

## **INTERESTS/HOBBIES**

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Meeting People  
Cooking, Travelling.  
Learning new things/skills.  
Reading, Surfing the Internet, and Research.

## **REFERENCE**

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Blessing Bayode  
Production Engineer, ANOH Gas Processing Company, Lagos.  
[busayobayode9@gmail.com](mailto:busayobayode9@gmail.com).