

Martha Kissi

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OBJECTIVE

I am an aspiring auditor, programmer and entrepreneur passionate in accounting, finance and technology, focused on integrating traditional auditing with innovative tech solutions to streamline financial processes with the goal of driving efficiency and societal progress.

EDUCATION AND PROFESSIONAL DEVELOPMENT

Institute of Chartered Accountants, Ghana (ICAG) *Level 2 Student* **August 2024 – Present**

Introduction to Python.

May 2025 –

Present

Data camp

Bachelor of Science in Administration (Accounting)

September 2019 – August 2023

University of Ghana Business School

West African Secondary School Certificate Examination (WASSCE)

September 2015- May 2018

Ebenezer Senior High School

Course of study: Business

WORK EXPERIENCE

Audit Trainee at Suglo and Associates (National Service)

November 2023 – January 2025

- Assisted in financial audits by analyzing data, assessing internal controls, preparing documentation, conducting stock audits and collaborating with teams to enhance accuracy and compliance in client financial reporting.

Manager at Kimara Foods Ventures
2023

June 2020 – December

- Founded and led Kimara Foods, overseeing all aspects of the business, including operations, product development, marketing, and customer relations.

Intern at Suglo and Associates

September 2022 – December 2022

- Executed administrative tasks, assisted with tax filings, acquired accounting standards knowledge, and registered businesses, showcasing strong organizational and financial skills.

Volunteer at Awutu Senya East Municipal Assembly

February 2020 – April 2020

- Drafted correspondence for the Municipal Chief Executive, handled administrative tasks, supported customer service and grievance resolution, and contributed to COVID-19 information dissemination through various channels.

PROJECTS / ACHIEVEMENTS /AWARDS

- “Evaluating the impact of Big Data Analytics Application in External Auditing in Ghana”* – Final Year Long Essay Project (August 2023)

LEADERSHIP EXPERIENCE

Main Protocol Prefect at Ebenezer Senior High School

May 2018-May 2019

- Organized events and educational programs while coordinating activities to ensure compliance with school rules and maintain a disciplined learning environment.

SKILLS AND INTERESTS

- **Computer:** General efficiency ,Microsoft Office suite, Google suite
- **Language:** English (Written and Spoken), Twi (Written and Spoken)
- **Research and Data Analysis:** Research Design and Execution, Excel and SPSS
- **Accounting software:** (Awarded a certificate in tally software accounting training (2022))

REFERENCES

Lin Lawson Quaye

Secretary, Awutu Senya East Municipal Assembly
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Dr. Stephen Antwi

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