

KINGSLEY SOMUAH ASANTE

ACCOUNTANT / FRONT-END DEVELOPER(JNR FREELANCER)

CONTACT

- +233 59 736 1178
- kingsleysomuah123@gmail.com
- AL-WALEED BIN TALAL HIGHWAY
(MAAMOBİ -ACCRA)

SKILLS

- HTML & CSS & JAVASCRIPT
- Quick Books Accounting Software
- Content Writing
- Public Speaking
- Problem Solving
- Customer Orientation
- Adaptability to Change

LANGUAGES

- English (Fluent)

REFERENCE

Available upon request



PROFILE

Dedicated and versatile graduate with a Bachelor’s degree in Accounting, seeking a job position in either Accounting or Tech at a dynamic firm. Offering a strong foundation in financial reporting, auditing, and taxation, alongside web development skills in building interactive website with HTML, CSS, and JavaScript.



WORK EXPERIENCE

- AGRO-INNOVA LTD

OCT-2024- JAN-2025

ACCOUNT OFFICER

 - Invoice Management & Accounts Payable/Receivable** – Prepared and processed invoices with accurate and timely billing. Managed accounts receivable and vendor relations for smooth payable operations.
 - Bank Reconciliation** – Conducted bank reconciliations to align records with statements. Identified and resolved discrepancies to ensure accurate cash flow tracking.
 - Financial Reporting & Journal Entries** – Generated weekly financial reports on cash flow and expenditures. Maintained journal entries in QuickBooks for compliance and audits..
- NATIONWIDE AFFORDABLE HOUSING SCHEME

2025 - 2029

ASST. SALES TEAM LEAD (NATIONAL SERVICE)

 - Developed and maintained relationships with clients to promote product
 - Played a key role in launching a new product line or promotional campaign (build now pay later) that resulted in increased sales
 - Organized and manage site inspections and tours for potential clients



EDUCATION

- INSTITUTE OF CHARTERED ACCOUNTANT GHANA

JULY 2024- PRESENT

LEVEL 2
- UNIVERSITY OF GHANA

AUGUST 2019 - AUG 2023

BACHELOR OF SCIENCE IN ADMINISTRATION - ACCOUNTING



TRAINING/ CERTIFICATION

- MEST / GENERATION GHANA

FEB 2025 - PRESENT

WEB DEVELOPMENT - FRONT-END SPECIALIZATION