**CURRICULUM VITAE**

|  |
| --- |
|  |
|  |
|  |

**SAMMY M. WALUKELA**

**P.O.BOX 58823 -00200 Nairobi**

**Email:musungusammy@gmail.com**

**Mobile: 0736 47 10 15/ 0729 39 45 18**

**PERSONAL DATA**

**YOB: 1987**

**Marital Status: Married**



**Nationality: KENYAN**

**National ID No: 24720048**

**CAREER PROFILE**

I am a certified accounting technician and a part qualified Certified Public Accountant with substantial financial and managerial accounting, auditing and Taxation experience across various organizations. I posses a vast experience in analyzing and presenting financial reports, Taxation encompassing filing of returns online.

**KEY SKILLS:**

* Proficient in manual and Computerized Accounting using QuickBooks.
* Excellent skills in budgeting and budget review and financial planning & forecasting.
* Excellent in ensuring maintenance of compete records from record keeping to final accounts and external audit facilitation
* Taxation(Tax planning to VAT, Income taxes, deferred tax, PAYE etc)
* Adoption and compliance with International Financial Reporting Standards(IFRS)
* Quick Learner, High Analytical skills, time management skills and team player

**CAREER HISTORY:**

**Jan 2016-To date**

**JOB TITLE: Audit assistant**

**Duties and Responsibilities**

* Auditing Of Clients Books Of Account And Providing Independent And Objective Audit Reports
* Assisting In Internal Controls Evaluation, Risk Assessment and Financial Statement Analysis
* Preparation of Clients Year End Financial Statements & filing of return

**July 2015-To Oct 2015**

**Accounts Assistant: Sparks consult Ltd**

**Duties and Responsibilities**

* Inter accounts &bank Reconciliations
* Preparation Monthly Management Accounts Preparation
* Monthly Preparation of Payroll, Including Reviewing and Processing Payroll Related administration And Handling of queries.
* Ensuring timely Remittance of All Statutory Deductions online. i.e PAYE, NSSF and NHIF Deduction and Filing of P.A.Y.E Annual and Quarterly Returns.
* Monthly Filing of V.A.T.

**2015 [JAN-JUNE: DAVID AND ASSOCIATES C.P.A.**

**JOB TITLE: AUDIT INTERN**

**Duties and Responsibilities**

* Auditing Of Clients Books Of Account And Providing Independent And Objective Audit Reports
* Assisting In Internal Controls Evaluation, Risk Assessment and Financial Statement Analysis
* Preparation of Client Financial Statements and the Accompanying Notes to the Financial Statement

**ACADEMIC / PROFESSIONAL QUALIFICATION**

**PERIOD INSTITUTION/ EXAMINING BODY QUALIFICATION**

Currently Aberdeen College of Accountancy CPA Part II PASS

2008 Orbit School of Mngt Studies ATC I & II PASS

2008 Urban Computer College Cert. IT

2001-2004 Misikhu Friends High School K.C.S.E (C+)

1993-2000 Misimo Pry. School K.C.P.E 416/700

**AWARDS**

CPA I & II Certificate

ATC I & II Certificate

**HOBBIES**

Listening to Music

Travelling during free time

**REFEREES**

Mrs. Lea Aloo

Director-David and associates CPA

<Tel:0727> 83 26 04

**Isaac Sitati.**

District Internal Auditor

<Tel:0720> 95 68 78