

IBUKUNOLUWA TEMILOLUWA PHILLIPS, ACA

Summary

ACCA part-qualified Accountant with expertise in financial reporting, budgeting, and advanced financial modelling. Skilled in delivering profitability analysis, variance reporting, and process improvements. Proven ability to collaborate with senior stakeholders to drive business insights and operational efficiency. Currently completing ACCA final stage qualification.

Contact Info

ACA Part Qualified

Wolverhampton

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SKILLS/SOFTWARE

- Statutory and Management Accounting
- Financial Reporting and Analysis
- Balance sheet Reconciliation
- Tax Compliance (VAT)
- Financial Forecasting and Budgeting
- Bank and Cash Reconciliation
- Process Improvements and Automation
- Advanced Excel and Financial Modelling
- Client Relationship Management
- Accounting Software (Xero, Sage 50, QuickBooks, OK Finance)

WORK EXPERIENCE

Assistant Management Accountant, Coventry and Rugby GP Alliance (CRGPA)- (Nov 2023-present)

My duties include:

- Prepare monthly and quarterly financial reports, reflecting income, expenses, and cash flows with 20% improvement in performance metrics.
- Perform monthly reconciliation balance sheet reconciliation.
- Review and reconciled bank and cash accounts to ensure accurate financial records.
- Raise and code over 100, sales, and purchase invoices monthly.
- Assist in budgeting and forecasting processes, contributing to the preparation of integrated cash flow forecasts.
- Support senior stakeholders by presenting performance insights during monthly meetings.
- Improve financial reporting features for third-party organizations, resulting in enhanced accuracy and efficiency.

Finance Assistant, Dignus Healthcare - (June 2022 - Nov 2023)

My duties include:

- Managed personal finances for six clients, ensuring compliance and safeguarding against financial misuse.
- Conducted weekly reconciliations of income and expenses, providing detailed and accurate reports.
- Collaborated with team leaders to resolve discrepancies and improve financial oversight.
- Maintained meticulous records and ensured adherence to regulatory standards.

Finance Intern, University of Agriculture – (October 2018 – October 2019)

My duties included:

- Independently managed advances and retirement accounts for over 2,000 staff, implementing automation processes that boosted operational efficiency by 60%.
- Migrated five years' financial data to the OK Finance system, improving accuracy and access.
- Investigated and resolved financial discrepancies, reducing potential fraud by 40%.
- Prepared monthly statutory accounts and provided support for internal and external audits.
- Key Achievement: Accelerated access to funds for university operations, improving timeliness by 20%.

Education and Certifications

Association of Chartered Certified Accountants (ACCA) – Final Stage (In Progress)

Associate Chartered Accountant, ACA-Achieved

Masters in Management and International Business

Birmingham City University – 2024 (*Merit*)

Masters in Accounting

Covenant University – 2021 (*2:1, 4.46/5.0*)

Bachelors in Accounting

Redeemer's University – 2018 (*2:1, 4.2/5.0*)

[References Available upon request.](#)

