**SELAMAWIT TADESSE**

**DEGEFU**

I’m a highly dedicated and multi-talented accountant, with a vast experience working in governmental, private and international companies.

**OBJECTIVE**

**EDUCATION**

**WORK EXPERIENCE**

A position in your organization where my experience, talent, determination and hard work can make a difference.

2006-2008

Diploma in Accounting

2014-2018

Bachelor of Arts in Business Management

Admas University, Addis Ababa

Rift Valley University, Addis Ababa

2015 - Present

Ethiopian Electric Power

Project Accountant

Preparing & following up of payment certificates for hired service giving contractor companies.

**CONTACT**

**SKILLS**

**SOFTWARES**

selamleulu@gmail.com

0943 32 13 03

Addis Ababa

Teamworking

Communication

IT

Analytical

Numeracy

Word

Excel

Ad Hoc

Prisme

Agresso

Siri

Checking the invoices brought by the hired contractors against the contractual agreement documents.

2008

Certificate in Peachtree Accounting

Virtual Computer Engineering, Addis Ababa

**ABOUT ME**

Peachtree

Highly creative and multita lented Graphic Designer with extensive experience in print design, multimedia and marketing.

**OBJECTIVE**

**EDUCATION**

**WORK EXPERIENCE**

A position in your organization where my experience, talent, determination and hard work can make a difference.

2006-2008

Diploma in Accounting

2002-2006

Bachelor of Arts in Business Management

Admas University, Adiss Ababa

Rift Valley University, Addis Ababa

2015 - Present

2008-2014

Ethiopian Electric Power

Spin Design Studio

Project Accountant

Preparing & following up of payment certificates for hired service giving contractor companies.

Utilize large format printing for billboards andtrade shows and digital photographyto enhance proposed work

**CONTACT**

**SKILLS**

**SOFTWARES**

**HOBBIES**

selamleulu@gmail.com

0943 32 13 03

Addis Ababa

Web Design

Graphic Design

Digital Art

Drawing

Animation

Photoshop

Illustrator

Indesign

Flash

Graphic Designer

2013 - 2015

AECOM Inc. (*A Canadian company consulting the Ethiopian Electric Power*)

Accountant

Preparing of payment certificates for hired service giving contractor companies.

**CONTACT**

**SKILLS**

**SOFTWARES**

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0943 32 13 03

Addis Ababa

Word

Excel

Ad Hoc

Prisme

Agresso

Siri

Checking the invoices brought by the hired contractors against the contractual agreement documents.

Preparing of Income Tax for the Government.

Working on retention of payments to the contractors and releasing those payments on completion of work and after operational acceptance is reached by reconciling their invoices with payments certificates, we have prepared.

2011 - 2013

Mattioli Joint Venture 15 Town’s water supply and sanitation project (*An Italian company working alongside the Ministry of Water*)

Accountant

Preparing of petty cash and check payments to suppliers.

Preparing of Journal voucher

Posting processed invoices, petty cashes, cheque payments to a system called Ad hoc.

Worked with external auditors by supplying them with payment data of hired contracting companies in the format specified by them.

Preparing cheque payments and checking if the cheques are approved and making sure that necessary documents are attached.

Making sure invoices for payments made to the contractor companies balances with what the companies claim to have received payments for.

Posting processed invoices, petty cashes, cheque payments to a system called Agresso.

Teamworking

Numeracy

Analytical

IT

Communication

Peachtree

2009 - 2011

ETDE Ethiopian Branch (*A French company working alongside the Ethiopian Electric Power*)

Assistant Accountant

Preparing of Income tax, pension, and withholding tax and VAT declaration for the Government.

**CONTACT**

**SKILLS**

**SOFTWARES**

selamleulu@gmail.com

0943 32 13 03

Addis Ababa

Word

Excel

Ad Hoc

Prisme

Agresso

Siri

Preparing of petty cash to suppliers

Preparing of Check Payment to suppliers

Posting processed invoices, petty cashes, cheque payments to a system called Prism & Siri.

2008- 2009

Blue Nile Construction Share Company

Level One Clerk

Preparing of petty cash & cheque payments to suppliers.

Coding of petty cash & cheque payment vouchers.

Was involved in Inventory work in a yearly basis.

Preparing of VAT declaration, Income tax, and Withholding tax for the Government.

Was involved in Inventory work in a yearly basis.

2007- 2008

Blue Nile Construction Share Company

Intern

Tesfahun Kumilachew

Dean at Admas University

Tesfaye Tilaye

Project coordinator at Ethiopian Electric Power

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Anteneh Kassa

Financial controller at AECOM INC.

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Emebet Bezabih

Administrator at Ethiopian Electric Power

Tel: +251 91 141 15 15

Numeracy

Analytical

IT

Teamworking

Communication

**REFERENCES**

Peachtree