



EMMANUEL NKIRIYUMWAMI

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Summary

Accomplished Accountant with 8 years' expertise in overseeing accounting functions for multinational companies. Proficient in directing end-to-end accounting cycles, financial reporting, and policy and procedure development. Well versed in US GAAP, IFRS, and other statutory requirements.

Fluent in french and english, I also speak some other africans languages.

Member of American Institute of Professional Bookkeepers: **Member ID Number 002486635**

I am currently graduated from a 20 weeks bootcamp on **Full stack Web Development** at the **Urban League of Eastern Massachusetts**.

<https://msimbo.herokuapp.com/user/5d7fb097d460dd0004605db5>

<https://www.ulem.org/>

Skills

- General and tax accounting
- Month-end and year-end closing procedures
- Public and private accounting
- Cash-flow report generation
- HTML 5
- CSS
- JAVASCRIPT
- Understands foreign tax reporting
- Advanced computer proficiency (PC and Mac)
- Multitasking
- Financial forecasting
- REACT-JS
- NODE-JS
- MONGODB
- EXPRESS-JS

Experience

Customer Representative Medical Courier

Now Delivery, 950 Watertown St

08/01/2019

West Newton MA 02456

- Safely transport /pick up specimens and other medical couriers from to differents laboratories, hospitals and medical offices.
- Filling accurately specimen's pick up forms.
- Scanning specimens at pick up location and at the drop off location.

Driver-Monitor

04/2019 - 07/2019

Van Pool Transportation, 6 Fox Rd, Hudson, MA 01749

- Safely transport from home to school- school to home children with special needs.
- Monitor students' behavior and report any unusual change.

01/2009 - 01/2012

Accountant

Banque Populaire du Rwanda | Kigali, Rwanda

- Ensure that all financial reporting obligations are met in relation to submissions for funding, for grant aid, for contracts and any other initiatives.
- Make regular reports to the governing body on income, expenditure and any variations from budgets.
- Assisting with monthly closings and preparation of monthly financial statements.
- Assist with preparation of monthly financial reports.
- Assist with tax computations and returns.
- Assist with preparation and coordination of the audit process.
- Assist with maintaining internal financial controls and procedures.
- Provide executive summary reports to senior management.
- Review of financial for accuracy and completeness.
- Meeting all internal and external reporting deadlines.
- Provides technical support to outside auditors and governmental program auditors.
- Reviews accounting documents to ensure accuracy of information and calculations and makes or directs correcting entries.
- Maintain appropriate relations with funders and make reports as necessary, ensuring compliance with any contracts.

Sales Officer

01/2008 - 01/2009

AKAGERA MOTORS | Kigali, Rwanda

Junior Accountant

01/2003 - 01/2004

GLOBAL OUTREACH INTERNATIONAL | Kigali, Rwanda

Education and Training

Full Stack Web Development(BootCamp in progress) 2019

ULEM, 88 Warren Street, Roxbury, MA 02119

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<https://www.ulem.org/>

Master of Science: Finance

University of Dakar | Dakar, Senegal

<https://www.ucad.sn/>

<http://www.esp.sn/>

2018

2016

Bachelor of Science: Marketing

University of Dakar | Dakar, Senegal

<https://www.ucad.sn/>

<http://www.esp.sn/>

Bachelor of Science: Accounting

Adventist University of Central Africa | Kigali, Rwanda

<http://www.auca.ac.rw/>

2008

Certifications

Certified Professional Bookkeeper in progress(American Institute of Professional Bookkeepers)

Member ID Number 002486635

