

## **CURRICULUM VITAE**

**SAMMY M. WALUKELA**  
**P.O.BOX 58823 -00200 Nairobi**  
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**Mobile: 0736 47 10 15/ 0729 39 45 18**

**Marital Status: Married**



### **PERSONAL DATA**

**YOB: 1987**

**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 possess 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 complete 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**

<b><u>PERIOD</u></b>	<b><u>INSTITUTION/ EXAMINING BODY</u></b>	<b><u>QUALIFICATION</u></b>
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](tel:0727832604)

**Isaac Sitati.**

District Internal Auditor  
[Tel:0720 95 68 78](tel:0720956878)