

Osariemen Asiriuwa

+44 (0) 7771026916; osariemensiriwa@gmail.com
47 Orwell Drive, Didcot, Oxfordshire, OX11 7RX

PERSONAL STATEMENT

Detail-oriented and results-driven Financial and Management Accountant with a solid educational background in accounting, complemented by extensive hands-on experience in financial and management accounting responsibilities. Leveraging a BSc and MSc in Accounting, along with a recent MSc in Financial Management from the University of Hull, to contribute to the financial success and strategic decision-making of an organization. ACA member of the Institute of Chartered Accountants of Nigeria (ICAN), committed to maintaining the highest professional standards.

EDUCATION

MSc Financial Management (Merit): University of Hull, Hull, UK (September 2022- September 2023)

- **Modules:** Financial Market, Corporate Financial Management, Corporate Performance Analysis, Foundations of Finance, International Finance and Investment, Risk Management and valuation, Study.
 - **Individual Thesis:** Financial Inclusion and Financial Stability in Sub-Saharan Africa.

MSc Accounting: University of Benin, Nigeria (November 2012- October 2014)

- **Modules:** Issues in Advanced Financial Accounting, Accounting for managerial Control, Economic Analysis, Quantitative Methods, Corporate Financial Policy, Research Methods, Financial Accounting Theory, Information Technology in Business, Issues & Perspectives in Auditing, Organisational Theory, Accounting Seminar, Capital Markets, and Institutions.

BSc (Hons) Accounting (2:1) University of Benin, Nigeria (June 2004- November 2010)

- **Modules:** Introduction to Accounting, Introduction to Economics, Introduction to Business, Use of English, Philosophy and Logic, Financial Accounting, Principles of Management, Principles of Marketing, Introduction to Nigeria Government, Introduction to Quantitative Methods, Economic Statistics, Macroeconomic Theory, Mathematics for Economics, Introduction to Economic History, Principles of Insurance, Microeconomics Theory, Principles of Data Processing, Behavioural Science for Business, Cost Accounting, Business Law, Corporate Law, Introduction to International Economics, Mathematics of Economics, Introduction to Public Finance, Information Processing Systems, Intermediate Financial Accounting, Public Sector Accounting, Business Finance, Business Research Methods, Advanced Cost Accounting, Human Resource Management, Auditing and Investigation, Entrepreneurship Development, Taxation Law and Account, Quantitative Analysis for Business, Business Policy, Advanced Financial Accounting, Management Accounting, Corporate Finance, Tax Law and Account for Bankruptcy

WORK HISTORY

Teleperformance- Aviva Insurance, Customer Service Specialist

April 2024 to Date

Teleperformance is a global digital business services company. Teleperformance global scale and local presence allow them to be a force of good in supporting communities, clients, and the environment. TP deliver the most advanced, digitally powered business services to help the world's best brands streamline their business in meaningful and sustainable ways.

Responsibilities:

- Inbound Customer Service processing Aviva travel customers policies.
 - Handling call demand for our banking partner. Dealing with Travel Insurance policies underwritten by Aviva to process medical & trip upgrades for customers.
 - Owning and handling FCA regulated complaints through to completion.

- Have direct responsibility handling underwriting risks and will deal with these queries with caution and customer protection at the forefront of your mind.
- Complying with strict FCA regulations around compliance with a key focus on customer protection.

Lutaf Consulting Ltd, London, Finance Assistant- Part-time

November 2022 – July 2023

Lutaf Consulting Ltd is an Information technology consultancy activity that works in partnership with clients, advising them on how to use information technology to meet their business objectives or overcome problems.

Responsibilities:

- Responded promptly to customer inquiries via phone, email, and chat, providing accurate information and resolving issues in a timely manner.
- Prepared and posted month-end journals accurately and in a timely manner to ensure income and expenditure is captured correctly in the month-end period.
- Assisted in preparing and monitoring the accounting ledger.
- Assist in forecasting financial trends and performance to support strategic planning.
- Maintained accrual and prepayment calculations for key income and expenditure lines.
- Reviewed and, where appropriate, challenged explanations provided for the reasons behind material variances to budget/forecast to maintain the integrity of the financial results.

Solidwalls Properties - Account Manager/ Consultant

Dec 2015 - Aug 2022

Solidwalls Properties is a leading real estate brokerage in Lagos and Abuja, Nigeria, serving buyers and sellers of minimalist to luxury properties.

Project Overview:

I Managed financial portfolios of over 50 clients, advising on investment and financial decisions. Oversaw a team of 5 account assistants, ensuring accurate and timely financial reporting. Collaborated with senior management in budgeting and financial forecasting, achieving a 10% reduction in overhead costs during my tenure.

Responsibilities:

- Prepared and presented financial reports to clients, highlighting key findings and offering recommendations to improve financial performance.
- Conducted regular financial reviews with clients to assess their financial health, identify risks, and propose solutions to mitigate potential issues.
- Prepare other statistical, financial, and accounting reports.
- Assisted in internal and external audit queries in relation to P&L and Balance Sheet postings, maintaining and delivering good quality and timely supporting evidence for the preparation of the statutory accounts.
- Analyze financial statements and reports and provide financial, business and tax advice.
- Worked with relevant accounting colleagues to understand key business developments, movements in the property portfolio, potential risks or opportunities that may impact the month-end reporting, and any material adjustments required.
- Examine and analyze journal and ledger entries, bank statements, inventories, expenditures, tax returns and other accounting and financial records documents to ensure financial recording accuracy and compliance with established accounting standards, procedures, and internal controls.
- Oversaw billing and invoicing processes, ensuring accuracy and timeliness in accordance with contractual agreements.

Relocation Managers Ltd – Account Assistant

January 2011 – November 2012

Relocation Managers Ltd is a real estate firm that specializes in the sale, lease and management of properties and lands.

Project Overview: I assisted in the preparation of monthly financial statements, ensuring compliance with accounting standards. Participated in the annual audit process, working closely with external auditors to ensure transparency and accuracy. Automated various accounting processes, resulting in a 20% increase in departmental efficiency.

Responsibilities:

- Enhanced accountability by ensuring the timely processing of all accounts receivable and payable of approximately 100 invoices weekly.
- Managed payroll of employees and the registration of clients for the company.
- Partnered with other accountants and supervisors to ensure 100% accurate and timely financial reporting for senior management approval.
- Maintained and organized files by keeping all accounts payable records up to date, increasing work efficiency by over 75%.
- Maintained consistent communication amongst vendors, and addressed any disputes regarding outstanding invoices, payments, and adjustments, increasing customer satisfaction by over 95%.
- Managed all petty cash and office supply expenses accounts, leading to greater accountability for expenses and reduced annual operation costs by 25%.
- Reconciled bank balances and record general ledger entries to improve accuracy.
- Provided compliance and consultancy advice in investment analysis, and business analysis including business case scenarios.

SKILLS, INTERESTS & EXTRACURRICULAR ACTIVITIES

Language: Fluent in English

IT Skills: Confident IT user, Xero, MS Office, Data Analytics, SPSS, EVIEWS, Power BI, SQL.

Individual interest: Reading, travelling, Football, Movies

Membership: Associate Member, The Institute of Chartered Accountants of Nigeria (ICAN), Partly Qualified Member, Chartered Institute of Management Accountants (CIMA).

CERTIFICATION

- Certification in the language and Tools of financial Analysis from The University of Melbourne.
- Certification in Digital Transformation of Financial Service- Capstone, Project from Copenhagen Business School.
- Certification in Information System Auditing, Controls and Assurance from the Hong Kong University of Science and Technology.
- Certification in Professional Responsibility and Ethics for Accountants, from University of Illinois.
- Certification in Introduction to Data Analytics for Business from University of Colorado.
- Certification in Managing the Company of the Future from University of London.
- Certification in International Business Environment from University of London.