**Tina junction Phone: 08101231767, 07081916230 Jos, e-mail: sipinyomi@gmail.com**

**Plateau State.**

**IPINYOMI FOLASHADE**

**Career Objective**

**To take up a challenging career with honesty, loyalty, good relationship and best performance and translate my experience, knowledge, skills and abilities into value for an organization.**

**Personal Data**

**Date of Birth: 16th November 1993**

**Sex: Female**

**Nationality: Nigerian**

**State of Origin: Kogi State**

**Marital Status: Single**

**Educational Background**

**[2012-2018] Abubakar Tafawa Balewa University Bauchi, Bauchi State**

**B-Tech Accounting and finance**

**(Second class upper)**

**[2006-2012] Gido Secondary School Jos, Plateau State**

**[1999-2005] Plateau Private School Jos, Plateau State**

**Core Competence**

**-Excellent Leadership Qualities**

**-knowledge of automated accounting systems including ERP**

**-Strong ability to work well in a team**

**-Excellent Oral and written skills**

**-Strong ability to learn and adapt quickly**

**-Microsoft word and Excel Proficient**

**Additional Qualifications**

**OCCUPATIONAL HEALTH, SAFETY AND ENVIROMENT Bayelsa**

**Hse Level 1**

**Hse Level 2**

**Industrial Fire Risk Assessment, Fire Prevention and Response.**

**Work Experience**

**FOUNT TABLE WATER Jos stock controller**

**2019 - 2020**

**Role**

**1.Managing purchase order for incoming supplies**

**2.Verify receipts and confirm purchase contents and orders are complete**

**3.Ensures supplied stock meet demand**

**4.Ensure correct stock is produced daily**

**5.Ensures correct stock is loaded for supply**

**6.Track and ensure deliveries are received**

**7.Make note of damaged inventory**

**GOVERNMENT GIRLS SECOUNDARY SCHOOL Bayelsa**

**Accounting/ Commerce teacher**

**(NYSC) 2018-2019**

**NIGACHEM NIGERIA LIMITED Lagos**

**Account officer**

**2016**

**(Intern)**

**Role**

**1. Preparation of cheque and cash vouchers**

**2.Raising of cheques, cash and cheque lodgements**

**3. Assisted in the preparation and calculation of wages and salaries of personnel as well as pay slips**

**4.preparation of bank reconciliation statement**

**5.filling of vouchers**

**6. Responsible for preparing invoices and receipts.**

**Interests: Leadership, Finance, Data Analytics, and Chess.**

**Languages: Hausa ,yoruba and English.**

**Reference**

**Mrs Becky Akhabue**

**Nigachem Nigeria Limited Lagos**

**+2348023181126**

**Mr. Peter Yadua**

**Operations**

**Eco Bank lafia**

**+2348033346937**

**Mr. Osas Imasuen**

**North East Region Initiative (NERI) Yobe Nigeria.**

**+234802373429**