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Gender: Male

Date of birth: 26/07/1996

Nationality: South African

### ACTIVITIES AND INTERESTS

Football, table tennis, reading

### SUMMARY

A young, energetic self-starter with over 3 years' experience in the auditing industry, including 2 years of which were at management level. Currently the audit senior at Lighthouse Chartered Accountants Incorporated. Successfully completed my SAICA (South African Institute of Chartered Accountants) articles. Proven track record in providing high quality audit and assurance services within the budget set by the firm Partners. Invested in professional development through active participation in training sessions and networking events both internally and externally. Always keen for a challenge and successfully complete the task at hand. Strong attention to detail with vast knowledge of acceptable accounting principles. Through ambition and perseverance, I aim to triumphantly complete my CTA (Certificate of Theory in Accounting) in the year 2024 through Milpark Business School, and fulfill my goal to qualify as a Chartered Accountant.

## CAREER HISTORY

### Lighthouse Chartered Accountants Incorporated

#### AUDIT SENIOR

##### *AUGUST 2023 - PRESENT*

Responsibilities:

- Run external audit engagements from beginning to end for a variety of clients from diverse industries.
- Plan and manage projects directly with audit Partners.
- Run review engagements from beginning to end for a variety of clients from diverse industries.
- Perform engagement planning and preparation for upcoming review/audit engagements.
- Drafting of Annual Financial Statements using Caseware.
- Provide financial analysis upon completion of fieldwork in an effort to improve client internal control systems.
- Manage and enforce audit budgets.
- Liaise directly with clients.
- Manage client relationships.

### RBI Chartered Accountants Incorporated

#### JUNIOR AUDIT MANAGER

##### *MARCH 2023 – AUGUST 2023*

Responsibilities:

- Run external audit engagements from beginning to end for a variety of clients from diverse industries.
- Plan and manage projects directly with audit Partners.
- Review junior/semi-senior clerks SAICA assessments.
- Run review engagements from beginning to end for a variety of clients from diverse industries.
- Perform engagement planning and preparation for upcoming review/audit engagements.
- Manage and supervise the junior/semi-senior article clerks.
- Review all engagements performed by the junior/semi-senior article clerks.
- Review junior/semi-senior article clerks daily timesheets.
- Training junior/semi-senior article clerks.
- Drafting of Annual Financial Statements using Caseware.
- Manage and enforce audit budgets.

- Liaise with clients.

## SENIOR ARTICLE CLERK

*JANUARY 2021– FEBRUARY 2023*

Responsibilities:

- Run external audit engagements from beginning to end for a variety of clients from diverse industries.
- Run review engagements from beginning to end for a variety of clients from diverse industries.
- Perform engagement planning and preparation for upcoming review/audit engagements.
- Manage and supervise the junior/semi-senior article clerks.
- Review all engagements performed by the junior/semi-senior article clerks.
- Review junior/semi-senior article clerks daily timesheets.
- Training junior/semi-senior article clerks.
- Drafting of Annual Financial Statements using Caseware.
- Manage and enforce audit budgets.
- Liaise with clients.

## JUNIOR ARTICLE CLERK

*MARCH 2020 – DECEMBER 2020*

Responsibilities:

- Run audit engagements from beginning to end.
- Run review engagements from beginning to end.
- Drafting annual financial statements using Caseware.

## EDUCATION

ADVANCED DIPLOMA IN ACCOUNTANCY (NQF 7)

UNIVERSITY OF SOUTH AFRICA

NATIONAL DIPLOMA IN ACCOUNTANCY (NQF 6)

UNIVERSITY OF JOHANNESBURG (UJ)

BACHELORS HIGH SCHOOL PASS

ROOSEVELT HIGH SCHOOL

## KEY SKILLS AND CHARACTERISTICS

Excellent Interpersonal and Communication skills • Strong Leadership • Attention to detail • Deadline-driven • Growth and Development – personal and subordinates • SAGEONE Accounting • Caseware • Pastel • Xero • Advanced Microsoft Office Skills • Organized •