

AFOLORUNSHO, TITILAYO ESTHER.

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SUMMARY

As an accounting graduate, I bring strong analytical and organizational abilities, with a focus on maintaining accurate records, managing schedules, and supporting operational efficiency. My attention to detail and problem-solving skills enable me to streamline processes and contribute effectively to achieving organizational goals. I am committed to applying my accounting knowledge to enhance office operations and ensure a smooth workflow.

EDUCATIONAL BACKGROUND

Higher National Diploma (HND) in Accountancy

Moshood Abiola Polytechnic, Abeokuta.

2022-2024

National Diploma (ND) in Accountancy

Moshood Abiola Polytechnic, Abeokuta.

2019-2021

Senior Secondary School Leaving Certificate (WASSCE)

Livingstone Model College, Ikorodu, Lagos State.

2013-2018

SKILLS

- Basic understanding of accounting principles and financial processes
- Strong organizational, multitasking and time management abilities.
- Excellent written and verbal communication skills.
- Problem-solving expertise and attention to detail.
- Familiarity with data entry and record-keeping.

WORK EXPERIENCE

Sales Accountant Assistant (Intern)

Sumbasem Global Limited (A subsidiary of MRS Oil Nigeria Plc)

December 2021 – December 2022

- Assisted in managing daily sales transactions, reconciling sales with inventory, and ensuring accurate cash flow records.
- Supported the preparation of financial statements, invoices, and maintained fuel inventory records.
- Organized and maintained financial documents and ensured proper record-keeping.

REFEREES

"Available on request"
