

FAITH ETUKUDOH

✉ faithetukudoh@gmail.com | ☎ +234 816 171 6852 | 🌐 www.linkedin.com/in/faith-etukudoh

PROFESSIONAL HEADLINE

Finance Operations | Financial Compliance | Budget & Grant Support | Financial Documentation | Donor-Funded Finance | Internal Controls

PROFESSIONAL PROFILE

Accounting professional with practical experience in finance operations, budget management, donor-funded project finance, financial documentation, and compliance within international development organisations. Currently supporting regional finance operations at Heifer International Africa, including payment documentation, invoice verification, financial record management, and adherence to organisational financial controls using Salesforce & Agresso ERP.

Previously led the financial planning and budget oversight of a European Union-funded consortium project at PIND Foundation, monitoring budget utilisation against approved workplans, preparing budget projections, reviewing expenditure performance, and coordinating budget requests for donor-funded activities. Holds an M.Sc. in Accountancy, is pursuing a second Master's degree in International Affairs and Diplomacy, and is an ICAN Student Member committed to building a career in finance, grant management, and donor compliance.

SELECTED CAREER HIGHLIGHTS

- ❖ Supported financial management processes associated with donor-funded programmes valued at approximately ₦1.3 billion.
- ❖ Developed implementation budgets and monitored expenditure utilisation under a €6.5 million European Union-funded consortium project.
- ❖ Supported budgeting, expenditure tracking, compliance, and financial reporting functions within development organisations.
- ❖ Currently supporting finance operations within a regional office environment serving multiple African countries.
- ❖ Holds an M.Sc. in Accountancy and maintains professional development toward accounting and finance practice.
- ❖ Experienced working with ERP-based finance systems and financial documentation processes.

CORE COMPETENCIES

Financial Operations | Budget Planning & Monitoring | Budget Projections | Financial Documentation | Financial Compliance | Internal Controls | Invoice Verification | Financial Record Management | Financial Reporting Support | Audit Preparation Support | Budget Performance Review | Expenditure Tracking | Donor Compliance | Risk Management | Administrative Finance Support

PROFESSIONAL EXPERIENCE

Finance Intern

Heifer International (Africa Regional Office)

April 2026 – Present

- Prepare payment vouchers and review invoices and supporting documentation to ensure completeness, accuracy, and compliance with organisational requirements before processing.
- Support finance operations using the Agresso ERP environment by maintaining organised financial documentation and records that strengthen traceability and audit readiness.
- Collaborate with procurement, administration, and finance teams to facilitate timely payment processing and financial documentation.
- Support budget monitoring, expenditure tracking, and financial reporting processes for regional finance operations.
- Maintain compliance with organisational financial policies, procedures, and internal control requirements.
- Contribute to accurate financial record management to support accountability across multiple African country operations.

Project Coordinator / Teamlead

Foundation for Partnership Initiatives in the Niger Delta (PIND Foundation)

April 2025 – March 2026

Led implementation of PIND's contribution to a European Union-funded consortium project.

Finance & Budget Management Contributions

- Led financial planning and budget coordination for PIND's implementation under a €6.5 million European Union-funded consortium project with an organisational allocation of approximately ₦1.3 billion.
- Monitored budget utilisation against approved workplans, tracked expenditure by activity, and reviewed budget performance to support financial accountability.
- Prepared budget projections and coordinated budget requests to facilitate timely implementation of programme activities.
- Worked closely with finance and management teams to align implementation activities with approved budgets and donor requirements.
- Participated in procurement evaluation processes, ensuring procurement planning supported programme implementation.
- Supported financial compliance and budget accountability by monitoring expenditure against approved implementation plans.

Capacity Building Specialist – EU-Funded Peacebuilding Project

Foundation for Partnership Initiatives in the Niger Delta (PIND Foundation)

January 2024 – April 2025

Led design and delivery of capacity strengthening initiatives under a European Union-funded peacebuilding programme operating across Rivers, Bayelsa, and Delta States.

Relevant Finance & Compliance Contributions

- Supported implementation of donor-funded programme activities in compliance with approved budgets and organisational requirements.
 - Contributed to programme documentation, reporting, and accountability processes.
 - Coordinated logistics and financial planning requirements associated with training and capacity development activities.
 - Supported monitoring and reporting processes to ensure accountability and effective resource utilisation.
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Programs Officer

Partners for Peace in the Niger Delta (P4P Network)

January 2023 – January 2024

Relevant Finance Contributions

- Supported programme budgeting and implementation planning processes.
 - Contributed to programme reporting and accountability requirements.
 - Assisted coordination of programme activities in accordance with donor requirements and organisational procedures.
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Finance Intern

Partners for Peace in the Niger Delta (P4P Network)

August 2022 – December 2022

Key Achievements

- Supported budgeting, expenditure tracking, financial reporting, and compliance processes.
- Assisted preparation of financial reports and supporting documentation
- Supported financial compliance and accountability processes.
- Assisted documentation management and financial record-keeping functions.
- Worked with programme teams to align implementation activities with financial reporting requirements.
- Contributed to financial accountability and documentation processes.

EDUCATION

Master of Science (M.Sc.) in Accountancy – 2025

University of Nigeria, Enugu, Nigeria

Master of Science (M.Sc.) in International Affairs and Diplomacy – (Ongoing)

Ahmadu Bello University, Zaria, Nigeria

Bachelor of Science (B.Sc.) in Accounting – 2016

University of Uyo, Akwa Ibom, Nigeria

PROFESSIONAL DEVELOPMENT

- Institute of Chartered Accountants of Nigeria (ICAN) – Student Member
 - Institute for Economics and Peace (IEP) Ambassador Program – 2023
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TECHNICAL SKILLS

Finance & Accounting

Finance Operations | Budget Planning & Monitoring | Financial Documentation | Internal Controls | ERP Systems | Invoice Verification | Compliance Monitoring Budget Performance Review | Audit Documentation

Digital Skills

Microsoft Excel | Microsoft Word | Microsoft PowerPoint | Canva | Agresso & Salesforce ERP | Microsoft Teams / Virtual Collaboration Tools

PUBLICATIONS

Co-Author: “Electoral Violence in Nigeria: Outlook, Implications, and Mitigative Measures.” *Centre for Peace Advancement and Socio-Economic Development Africa (CEPASD Africa)*, 2023.
[Read Article](#)

VOLUNTEER LEADERSHIP EXPERIENCE

PROGRAMMES COORDINATOR (VOLUNTEER)

Pan-Adrian Initiative for Development (PAID)

PROGRAMMES ASSISTANT (VOLUNTEER)

Global Shapers Community, Port Harcourt Hub

AFFILIATIONS & MEMBERSHIP

- Member, Africa Working Group, *Network for Religious and Traditional Peacemakers* (hosted by Finn Church Aid – KUA)

- Member, Global Partnership for the Prevention of Armed Conflict (GPPAC) – Nigeria
 - Member, World Economic Forum – Global Shapers
 - Volunteer, The Salvation Army International
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