

ABDULKAREEM JEMILAT PECULIAR

Accounting professional

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📍 75 Ademola Street, Off Awolowo Road, Ikoyi, Lagos State 🇳🇬 Nigerian

PROFESSIONAL SUMMARY

Detail-oriented Accounting professional with experience in financial reporting, tax compliance, payroll administration, and audit support. Skilled in managing accounts payable and receivable, preparing statutory tax filings (PAYE, CIT, VAT, WHT), and performing bank reconciliations. Adept at ensuring regulatory compliance, improving financial processes, and maintaining accurate financial records.

PROFESSIONAL EXPERIENCE

Account Manager , <i>EU Oton & Co. Ltd</i>	Ikoyi, Lagos, Nigeria
- Managed and reconciled customer and vendor accounts to ensure accurate financial records. - Oversaw payment disbursements and collections, improving cash flow efficiency. - Prepared and analyzed aging reports to monitor receivables and reduce risk exposure. - Performed monthly bank reconciliations to ensure alignment between records and bank statements. - Processed payroll and managed pension remittances, ensuring timely payments. - Prepared and filed statutory taxes including PAYE, CIT, VAT, and WHT. - Ensured compliance with audit and regulatory standards. - Supported internal and external audits with required documentation. - Improved internal controls and financial processes.	

EDUCATION

B.Sc. Accounting , <i>University of Ilorin</i>	2019 – 2024
Pinnacle Grammar School, Lagos	2016 – 2018 Lagos
SSCE , <i>Saint Michael Secondary School</i>	2012 – 2015

CORE COMPETENCIES

- Financial Reporting & Analysis - Vendor & Customer Reconciliation - Audit & Regulatory Compliance - Bank Reconciliation - GAAP Compliance	- Accounts Payable & Receivable Management - Tax Compliance & Filing (PAYE, CIT, VAT, WHT) - Payroll & Pension Management - Credit Control & Cash Flow Forecasting - Internal Controls & Process Improvement
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INTERESTS

- Reading | Writing | Music | Travelling | Cooking | Vlogging

CERTIFICATIONS

- Certificate of Participation in QuickBooks Accounting
- Certificate of Stewardship, TPPIC

TECHNICAL SKILLS

Accounting Software

- Sage Accounting
- QuickBooks
- SAP (FI/CO)
- Microsoft Dynamics 365

Tools

- Microsoft Excel (Advanced)
- MS Word
- Outlook

Functional Skills

- Invoice Processing
- Payment Disbursement
- AR Collections
- Aging Analysis
- Cash Application
- Purchase Orders

PERSONAL SKILLS

Communication & Interpersonal

Excellent Communication & Interpersonal Skills

Leadership

Leadership & Team Collaboration

Soft Skills

- Proactive & Adaptable
- Strong Organizational Skills
- High Level of Integrity & Professionalism