



ENOCH EZEABATA LIGHT

HEAD, ACCOUNTS/FINANCE/OPERATIONS

PROFILE

I am a dynamic, analytical and strategic professional Accountant with over 10 years of working experience. I am seeking a career that is dynamic, challenging and rewarding for the purpose of making an effective individual contribution in functional team using my Accounting, Auditing and Internal Control Skills to achieve shareholders set goals and objectives.

CONTACT ADDRESS:

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EDUCATION

INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA (ICAN)

In view

UNIVERSITY OF PORTHARCOURT

2007 - 2011

BACHELOR'S IN ACCOUNTING

GOVERNMENT SECONDARY SCHOOL EBERI RIVERS STATE

1998 - 2003

SSCE/WASSCE

WORK EXPERIENCE

EXPERIENCE

March 2026 Till Date.

Head, Accounts/Finance/Operations.

COCEAN NIGERIA INTEGRATED LIMITED (OIL AND GAS)

- Manage timely and accurate reporting of various financial transactions and information for detailed analysis.
- Ensure effective utilization of the company financial resources to achieve cost efficiency and improved profitability.
- Strategic Financial leadership; Develop and execute financial strategies align with growth objectives.
- Treasury and risk management, liquidity, cash flow, capital structure and financial risk.
- Team leadership; train and build strong accounts and finance team for excellent performance.
- Effective Inventory management.
- Formulates and implements strategic plans to achieve operational set targets.
- Improves operational management systems, processes and best practices.
- Identifies opportunities to expand or shift course in order to take advantage of changes in the market.
- Contributes operations information and recommendations to strategic plans and reviews; prepare and complete action plans; and customer-service standards; resolve problems; complete audits; identify trends
- Forecasts requirements; prepare an annual budget; schedule expenditures; analyze variances; initiating corrective action.
- Develops operations systems by determining product handling and storage requirements; develop, implement, enforce, and evaluate policies and procedures; develop processes for receiving product and inventory management.
- Maintains safe and healthy work environment by establishing, following, and enforcing standards and procedures; complying with legal regulations.
- Growing business through the development of new leads and new contacts.
- Identifying new revenue opportunities.
- Researching prospects and generating leads for all company's

STATE OF ORIGIN:

Imo State

MARITAL STATUS

Married

RELIGION

Christianity

HOBBIES

Travelling, meeting new people,
Solving problems

REFREES:

Available on request

products

March 2024- February 2026.

Financial Controller.

COCEAN NIGERIA INTEGRATED LIMITED (OIL AND GAS)

- Gather and analyse financial data generated from all company operations to provide accurate report to the management
- Budgeting and budgetary control
- Strategic Financial leadership; Develop and execute financial strategies align with growth objectives.
- Treasury and risk management, liquidity, cash flow, capital structure and financial risk.
- Team leadership; train and build strong accounts and finance team for excellent performance.
- Effective Inventory management.
- Monthly, quarterly and yearly operational performance analyses
- Risk Assessment and Mitigation Strategy
- Coordinate interim and annual audit
- Handle State and Federal Tax matters and ensure the organizational liability is within organizational threshold.
- Establish Template for debt monitoring, Aging and recovery
- Ensure effective management of organizational assets
- Set up strong Internal Control Process, monitor and review
- Daily Revenue monitoring, Recording and Analysing
- Receivables and Payables daily reconciliation and review

August 2023 To Feb 2024.

Head, Financial Control and Strategy

EMERALD FOOD AND BEVERAGE COMPANY LIMITED

- Prepare monthly management/performance analysis report.
- Variance analysis report.
- Revenue projection and forecasting.
- Prepare annual budget and budgetary control.
- Supervision and coordinating other unit heads to ensure timely monthly reports presentation to enable organizational performance analysis report presentation and to enable management take informed decision.
- Training and supervision of subordinates.
- Development of processes and procedures and ensure effective compliance.
- Reviewing of processes and procedures and recommendation for improvement.
- Ensure timely remittance of statutory obligations to avoid penalty and sanction.
- Supervision and coordinating periodic inventory count and fixed asset verification according to organization policy.
- Monitoring the company risk appetite and ensuring effective risk management and escalate any potential risk issue capable of affecting the smooth business operation.
- Prepare organization asset revaluation and identify impaired assets.
- Ensuring effective cost control through approval matrix.
- And so many other responsibilities that might be assigned time to time by management.

February 2020 – July 2023

Accountant/ Internal control Manager

EMERALD FOOD AND BEVERAGE COMPANY LIMITED

My responsibilities are to make critical and analytical financial decisions by collecting, tracking, and guiding the company's assets. Preparing of annual and monthly budget and budgetary control. Management and performance analysis reports. Plan, direct, and coordinate all accounting operational functions. Manage the accumulation and consolidation of all financial data necessary for an accurate accounting of consolidated business results. Bringing a systematic and disciplined approach to the effectiveness of risk management, control, and governance processes.

- Perform and control the full audit cycle including risk management and control management over operations' effectiveness, financial reliability and compliance with all applicable directives and regulations.
- Coordinate and prepare internal and external financial reporting on an ongoing basis.
- Determine internal audit scope and develop annual plans
- Obtain, analyse and evaluate accounting documentation, previous reports, data, flowcharts etc
- Develop Process and Procedures and monitor compliance to achieve organizational objectives.
- Monitor Raw Material Usage and Machine Capacity Utilization to ensure wastage is reduced to barest minimal.
- Ensure Cash disbursement is made according to organization approval matrix.
- Conduct post payment audit monthly after salary payment to ensure no diversion of fund and that every payment was made appropriately.
- Prepare and present reports that reflect audit's results and document process
- Act as an objective source of independent advice to ensure validity, legality and goal achievement
- Identify loopholes and recommend risk aversion measures and cost savings
- Hold Meetings with Various Departments and develop strategies and process to safe guide loopholes and organization assets.
- Maintain open communication with management and audit committee
- Document process and prepare audit findings memorandum
- Conduct follow up audits to monitor management's interventions
- Engage to continuous knowledge development regarding sector's rules, regulations, best practices, tools, techniques and performance standards
- Tracking payments to internal and external stakeholders
- Preparing budget forecasts
- Processing tax payments and returns
- Manage all accounting transactions
- Prepare budget forecasts
- Publish financial statements in time
- Prepare monthly, quarterly and annual management /performance analyses reports
- Reconcile accounts payable and receivable
- Ensure timely bank payments
- Compute and file monthly and annual tax returns.
- Report on the company's financial health and liquidity
- Audit financial transactions and documents

- Reinforce financial data confidentiality and conduct database backups when necessary
- Ensure Compliance with International and Local financial policies and regulations.

2016-2020

Accountant/ Admin Manager

TWINPAK INDUSTRIES LIMITED

My responsibilities include reviewing and reconciling accounts, processing payments to external partners and maintaining updated records of invoices and receipts.

- Maintain General Ledger (review and reconciliation), Account receivables and Payables.
- Monthly management/Financial Reports in accordance to Generally Accepted Accounting Principles (GAAP).
- Daily/Monthly reconciliation of bank transactions, cash flow and investigation of outstanding.
- Float Management, retirement and disbursement in line with approval.
- Drive and maintain strict cash retirement for all petty cash disbursement.
- Compute petty cash retirement reports for management.
- Computation of daily revenue and preparation of monthly end sales revenue report.
- Liaising with tax consultant on tax issues relating to the organization.
- Daily monitoring of organization process and procedure.
- Procurement monitoring, verify all procured items against issued cash and receipt return.
- Monitor of daily reconciliation between inventory, production and distribution.
- Daily/monthly stock wastage/variance analysis report
- Investigate raw material reconciliation variance.
- Maintain and update the status of accounts receivables and payables.
- Reconcile all bank accounts and resolve all issues in processing the financial statements.
- Direct marketers, clients and third-party vendors about their responsibilities.
- Maintain efficient client services and provide support to administration staff.
- Responsible to receive and verify bills and requisitions for goods and services.
- Process general administration functions.
- Evaluate all agreements and invoices and organize customer contracts.
- Analyse the transactions with financial policies and procedures.
- Offer support to the finance team as needed.
- Create and manage daily paperwork for mailing as well as invoicing.
- Assist all accountants and prepare all cash flow reports and data.
- Prepare records of minutes of meeting.
- Maintain and manage monthly journals, update entries and maintain sub-ledger.
- Monitor stock of company's raw materials, finished products and machine spare parts, against unauthorized requisition, issuance,

distribution and pilferage.

2012-2016

Accountant/ Internal Auditor

MASTA SERVICES COMPANY LIMITED

I was responsible for keeping their employer accountable regarding internal company procedures and industry rules, also studying accounting records, preparing compliance reports and supervising company work flows.

- Complying with all company, local, state, and federal accounting and financial regulations.
- Compiling, analysing, and reporting financial data.
- Creating periodic reports, such as balance sheets, profit & loss statements, etc.
- Presenting data to managers, investors, and other entities.
- Maintaining accurate financial records.
- Performing audits and resolving discrepancies.
- Computing taxes.
- Keeping informed about current legislation relating to finance and accounting.
- Assisting management in the decision-making process by preparing budgets and financial forecasts.
- Evaluate financial documents for accuracy and compliance with federal regulations
- Identify the financial risk of the organization and offer recommendations to reduce risk.
- Identify accounting and financial record-keeping processes that can be improved
- Determine ways to cut costs and improve profitability
- Assess the efficiency and productivity of internal staff and make recommendations for improvement
- Present findings to upper management in the form of reports and presentations

2011-2012

Accounts Clerk/Store Keeper

MASTA SERVICES COMPANY LIMITED

Accounting Clerk responsibilities include keeping financial records updated, preparing reports and reconciling bank statements

- Provide accounting and clerical support to the accounting department
- Type accurately, prepare and maintain accounting documents and records
- Prepare bank deposits, general ledger postings and statements
- Reconcile accounts in a timely manner
- Daily enter key data of financial transactions in database
- Provide assistance and support to company personnel
- Research, track and restore accounting or documentation problems and discrepancies
- Keeping a record of sales and restocking the store accordingly.
- Managing and training store staff.

- Planning promotional campaigns for new products or specials.
- Ensuring that the store is kept clean and organized.
- Mediating any confrontations between staff and clients, and escalating the situation.
- Inform management and compile reports/summaries on activity areas
- Function in accordance with established standards, procedures and applicable laws.

SKILLS

