

MAKINDE, OYINDAMOLA OLUWASEGUN

Address 1: Agunda Ogba, Lagos state.

Address 2: Igbaotun CDA, Ilaro, Ogun state

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State of Origin: Ogun state **Local Government Area:** Abeokuta South **Religion:** Christian

CAREER OBJECTIVE:

A dedicated, goal-oriented and results driven personality with demonstrated willingness to accept responsibility towards innovation, planning and work efficiency of business strategies with a major emphasis on key metrics to improve profitability, customer satisfaction, productivity in promoting the objectives of an organization I find myself.

PROFESSIONAL SUMMARY:

A value-driven Tax and Account Officer with broad-based background and sound knowledge of accounting and finance principles. A graduate with stellar communication and organizational skills, aimed at achieving excellent results in account management, auditing, taxation and financial analysis. Vast in deploying good strategic thinking and analytical skills to achieve business objectives, with a clear understanding of profit maximization, growth, budgeting, and cost implications. Fully equipped to leverage skills and knowledge to add value and contribute to the achievements of organizational goals.

SKILLS:

I have good communication and listening skills, report writing skills, flexible team work, planning and problem solving skills. I also have numerical and analytical skills, good interpretation of numbers and trends, focus and attention alongside ability to work under little or no supervision.

COMPUTER SKILLS:

A computer literate and versatile with software packages such as Microsoft word, Microsoft excel, PowerPoint.

WORKING EXPERIENCE

Firstpeak Consulting

Position: Tax audit trainee

2025 till date

- ❖ Monitor and oversee tax audits conducted by tax authorizes or consulting firms.
- ❖ Detect and prevent fraudulent practices, manipulation, or corruption during tax audit exercises.

- ❖ Monitor remittances from tax audits to ensure funds reach the appropriate government accounts.
- ❖ Collaborate with agencies such as the Federal Inland Revenue Services (FIRS) and State Internal Revenue Services (SIRS)
- ❖ Prepare clear and objectives audit reports.
- ❖ Investigates suspicious financial activities or irregularities

Matsemak Nigeria Enterprises

Position: Accounting Officer

2021-2025

- ❖ Maintain accurate and up-to-date records of all financial transaction
- ❖ Prepare and post journal entries, ledgers, and financial statements.
- ❖ Petty cash management
- ❖ Assist in the preparation of the organization's annual budget.
- ❖ Support Management with accurate financial data for decision making.
- ❖ Process staff salaries, deductions, and allowances
- ❖ Maintain records of employee compensation and statutory remittances (eg taxes and pension)

Dammolin Concept

Position: Director

2020 - 2025

- ❖ Maintain orderliness
- ❖ Records of all income and expenditure on monthly basis
- ❖ Petty cash management
- ❖ Daily review of general ledger
- ❖ Prompt posting of financial transactions: invoices, petty cash, disbursements and repayments
- ❖ Preparation of monthly reports such as profit/loss
- ❖ Payroll management
- ❖ Balancing the Cash register on daily basis
- ❖ Generating reports for credit and debit sales
- ❖ Director all activities

Sharwama Hotel and Bar

Position: Sales Manager

2018 – 2019

- ❖ Keeping and maintenance of sales records
 - ❖ Balancing the cash register on daily basis
 - ❖ Disbursement of cash for company bills through cash vouchers.
 - ❖ Accepting payments ensuring all prices and quantities are accurate.
 - ❖ Issuing of receipt to every customers.
 - ❖ Reconciliation of total income and total expenditure
 - ❖ Generating reports for credit and debit sales.
 - ❖ Attend to any other assigned task by my line manager.
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ACADEMIC QUALIFICATION

Institute of Chartered Accountant of Nigeria (Professional Level)

Student No: 287818

The Federal Polytechnic, Ilaro, Ogun State

Higher National Diploma, Accounting (Upper credit)

2022 – 2024

The Federal Polytechnic, Ilaro, Ogun State

National Diploma, Accounting (Upper credit)

2019 – 2021

Other Trainings/Certifications:

Jet-Eyes and Apex Professional Institute

2025

- ✓ Computation of PAYE according to the New Tax Act
 - ✓ Filing of PAYE Annual Returns as a Company (Form H1)
 - ✓ Filing of Annual Returns as an Individual (Form A)
 - ✓ Automated Payslip Generation and Payroll Schedules
 - ✓ Automated calculation of Payroll-related Statutory payments (i.e. Pensions, NHF, NHIS, Life Insurance, Rent Relief)
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Leadership Certifications:

Students' Representative Council (SRC)

2024

The Federal Polytechnic, Ilaro, Ogun State.

Post Held: Speaker of the House (Senate President)

Students' Representative Council (SRC)

2023

The Federal Polytechnic, Ilaro, Ogun State.

Post Held: Special Adviser to the Speaker on Media and publicity

National Association of Management Students (NAMAS).

Ilaro Chapter

2021

Post held: Honorable Member

Conference Attended:

What Next Program

2024

Department of Accountancy, The Federal Polytechnic, Ilaro, Ogun State

8th Legislative Summit

2024

Students' Representative Council (SRC)

The Federal Polytechnic, Ilaro, Ogun State

Retreat for Student Political Functionaries

2024

The Federal Polytechnic, Ilaro, Ogun State.

Retreat for Student Political Functionaries

2021

The Federal Polytechnic, Ilaro, Ogun State.

Academic Club:

Joint Mind International

2024

Federal Polytechnic, Ilaro Chapter

Post held: Director of Training (DOT)

Confidence Tutorial Centre

2020-2021

Ilaro Chapter

Post Held: Mathematics, Statistics, Financial Accounting, Taxation, Cost Accounting Tutor

Joint Mind International

2021

Federal Polytechnic, Ilaro Chapter

Post held: Counsellor for Treasury (CFT)

Hobbies: Brainstorming, Travelling, Meeting People, playing keyboard and Listening to music

Language: English Language, Yoruba Language

Other Attributes: Hardworking, Integrity, Self-Motivated, Good interpersonal relationship

REFEREE:

Available on Request