

OKORONKWO, UMAHI AUGUSTINE

Lagos, Nigeria

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**FINANCIAL REPORTING | MANAGEMENT REPORTING | INSURANCE
FINANCE | ACCOUNTING & RECONCILIATION**

PROFESSIONAL PROFILE

ACA-qualified finance professional with over **10 years of combined accounting, audit, tax and financial reporting experience**, including extensive experience in the Nigerian insurance industry.

Experienced in **management accounts, financial reporting, general ledger management, bank and balance-sheet reconciliations, investment reporting, regulatory reporting, audit support and tax compliance.**

Currently working with **Universal Insurance Plc**, supporting the CFO in financial reporting activities and preparation of management, Board and regulatory reports. Also experienced in investment portfolio administration, investment income tracking and reconciliation of investment holdings with custodians, banks and fund managers.

An **M.Sc. Accounting holder and ICAN-qualified professional** with strong analytical, communication and problem-solving skills, seeking a finance position where technical accounting knowledge and management experience can be applied to strengthen financial reporting, controls and management decision-making.

CORE COMPETENCIES

- Management Accounting
- Financial Reporting
- Insurance Accounting
- General Ledger Management
- Account Reconciliation
- Bank Reconciliation
- Receivables & Payables
- Investment Reporting
- Investment Income
- Regulatory Reporting
- Tax Compliance
- Budget & Variance Analysis

- Audit Support
- Financial Analysis
- Month-End Closing
- Year-End Closing
- Management Reporting
- Microsoft Excel
- Team Collaboration

PROFESSIONAL EXPERIENCE

UNIVERSAL INSURANCE PLC — Lagos

Financial Reporting / Finance

November 2021 – Present

Key Responsibilities

- Assist the CFO in preparing **monthly, quarterly and annual financial statements** in accordance with applicable IFRS requirements.
- Prepare **management accounts and financial performance reports**.
- Maintain and update the general ledger and chart of accounts.
- Perform month-end and year-end closing activities.
- Prepare schedules supporting financial statement balances.
- Ensure accuracy and completeness of financial records.
- Support preparation of **Board, Management and Regulatory reports**.
- Ensure compliance with regulatory reporting requirements.
- Assist external auditors during annual audits and statutory examinations.
- Perform **bank, receivables, payables and general ledger reconciliations**.
- Investigate and follow up outstanding reconciliation items.
- Provide financial schedules and analysis to support management reporting.

Investment Administration & Reporting

- Maintain records of investment transactions.
- Monitor investment maturity dates and support timely renewal or liquidation.
- Track investment income, including interest and dividends.
- Reconcile investment holdings with custodians, banks and fund managers.
- Maintain investment registers and supporting documentation.

NZEOGU & CO. CHARTERED ACCOUNTANTS — Abakaliki

July 2017 – October 2021

Accounting, Audit & Tax

- Assisted with accounting and audit engagements.
- Reviewed financial records and supporting documentation.
- Provided accounting services to clients.
- Provided tax consultancy services.
- Prepared and filed clients' tax returns with FIRS/NRS.
- Supported preparation and review of client financial records.
- Assisted with audit procedures and financial analysis.

YEMVAG SCHOOLS — Ikorodu, Lagos

Mathematics & Financial Accounting Teacher

February 2015 – April 2017

- Taught Mathematics and Financial Accounting.
- Prepared accounting lessons, assessments and learning materials.
- Supported students in developing accounting and analytical skills.

HOMAT GROUP OF SCHOOLS — Igbogbo, Lagos

NYSC

July 2012 – July 2013

- Performed teaching and administrative responsibilities.
- Supported academic and administrative activities.

EDUCATION & PROFESSIONAL QUALIFICATIONS

Institute of Chartered Accountants of Nigeria

Associate Member **2024**

Ebonyi State University

M.Sc. Accounting **2021**

Ebonyi State University

B.Sc. (Hons) Accountancy — Second Class Upper **2011**

Nigerian Institute of Management

Graduate Member — **2013**

Proficiency Certificate in Management — **2013**

TECHNICAL SKILLS

- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint
- Global Insurance Business Solution (GIBS)

PROFESSIONAL STRENGTHS

- Analytical and numerical ability
- Strong financial reporting skills
- Excellent attention to detail
- Strong reconciliation and problem-solving skills
- Ability to meet tight reporting deadlines
- Good communication and interpersonal skills
- Teamwork and collaboration
- Ability to work independently
- High level of integrity
- Ability to learn new systems quickly

LEADERSHIP EXPERIENCE

General Secretary — Universal Insurance Plc Staff Cooperative Society

Financial Secretary — Yemvag Schools Parents-Teachers Forum

Maintenance Coordinator — Deeper Life Campus Fellowship, EBSU

REFERENCES

Available upon request