

OLUWAFEMI SUNDAYPETER OLUWAGBENGA

Phone: 08065323381 | 0815619101385 | Email: sundaypeter2627@gmail.com

PROFESSIONAL SUMMARY

Detail-oriented accounting graduate (HND) with practical experience in audit, financial reporting, bookkeeping, inventory control, and administrative support. Currently an ICAN Student Member (Skills Level) with a strong commitment to developing professional expertise in auditing, taxation, financial management, and assurance services. Proficient in Microsoft Office Suite, financial record keeping, and analytical problem-solving. A fast learner with excellent communication, teamwork, and organizational skills.

BIO-DATA

Date of Birth: January 26, 1997

Marital Status: Single

Gender: Male

Location: Ayobo, Lagos

EDUCATION

- **Ogun State Institute of Technology (2022–2024)**
Accountancy – 3.44CGPA
Higher National Diploma
 - **Yaba College of Technology (2016–2018)**
Accountancy – 2.69CGPA
Ordinary National Diploma
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PROFESSIONAL QUALIFICATION

- Institute of Chartered Accountants of Nigeria (ICAN) – Student Member (Skills Level)

PROFESSIONAL EXPERIENCE

OLAITAN ADISA & CO.

Lagos

Tax and Audit Trainee (Jan 2026 – June 2026)

- Assisted in statutory audit engagements for clients across various industries.
- Participated in tax audit assignments and tax compliance reviews.
- Assisted in the preparation and filing of tax returns.
- Prepared audit working papers and supporting documentation.
- Verified accounting records, invoices, and supporting documents.
- Conducted bank reconciliations and other audit procedures.
- Assisted in vouching, verification, and substantive testing of financial transactions.
- Participated in stock counts and physical asset verification.
- Supported the preparation of audit reports, management letters, and tax-related schedules.
- Ensured compliance with Nigerian tax regulations and accounting standards.

ADENIYI CHRISTOPHER & CO.

Lagos

Audit Trainee (June 2025 – July 2025)

- Assisted in planning and executing statutory audit assignments.
- Examined accounting records and financial statements.
- Performed audit testing on cash, receivables, payables, inventory and fixed assets.
- Prepared audit working papers and documented findings.
- Conducted bank reconciliations.
- Participated in stock counts and asset verification.
- Supported tax compliance engagements.
- Prepared management reports and audit recommendations.

XPRESS PICKUP LOGISTIC

Lagos

Manager | May 2020 – July 2020

- Recorded daily business transactions and maintained accurate financial records.
- Managed customer inquiries and maintained positive client relationships.
- Handled cash receipts, payments, and fund reconciliation.
- Prepared daily operational and financial reports for management.

AYOBO-IPAJA LOCAL GOVERNMENT

Lagos

Finance Department (Store) | May 2019 – April 2020

- Recorded all received items in the inventory register.
- Maintained proper documentation and correspondence for inventory records.
- Issued store requisitions and monitored stock movement.

- Prepared documentation for quarterly external audit exercises.
 - Ensured accountability and proper custody of store inventory.
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TECHNICAL SKILLS

- Microsoft Excel, Microsoft Word, Microsoft PowerPoint, Financial Reporting, Bookkeeping, Bank Reconciliation, Audit Documentation, Financial Analysis, Inventory Management, Tax Compliance
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SOFT SKILLS

- Communication, Leadership, Teamwork, Problem Solving, Analytical Thinking, Time Management, Adaptability, Attention to Detail, Integrity
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LEADERSHIP

- Joint Mind Club, OGITECH – Emperor (2024)
 - National Association of Polytechnic Accountancy Students (OGITECH) – Honourable (2024)
 - Junior Chamber International Nigeria (OGITECH) – Financial Secretary (2024)
 - Junior Chamber International Nigeria (OGITECH) – Travel and Tours Officer (2023)
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REFERENCES

Available upon request.