

TIAMIYU HAMMED LANRE, ACA

Ipaja, Lagos

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PROFESSIONAL SUMMARY

Detail-oriented and results-driven Accounting and Finance Officer with experience in financial reporting, payroll administration, bookkeeping, and internal controls. Recently qualified as a Chartered Accountant after successfully completing the ICAN professional examinations and got inducted as a member of the Institute of Chartered Accountants of Nigeria. Proficient in the use of modern accounting software and Microsoft Office tools to support efficient financial operations. Highly dependable with strong analytical skills and a proven ability to effectively discharge delegated responsibilities.

CORE COMPETENCIES

- Financial Reporting and Analysis
- Payroll Processing
- Tax Filing and Remittance
- Receivables and Payables Management
- Bookkeeping and Reconciliation

CORE SKILLS

- Communication Skills
- Report Writing Skills
- Problem Solving Skills
- A Team player

TECHNICAL SKILLS

- Microsoft Office Suite (Word, Excel, PowerPoint)
- Google Sheet
- Accounting Softwares (Wave, Zoho Books, Odoo)
- Computer & Clerical Support Skills

PROFESSIONAL EXPERIENCE

ACCOUNT ASSOCIATE

Axis Partners Limited -Ikeja, Lagos

June 2024 - Present

- Leverage clients' accounting software to generate sales invoices and receipts
- Oversees clients' account receivables and payables and other bookkeeping tasks
- Prepare and process monthly payroll, tax computations, statutory deductions and remittances
- Prepare monthly management accounts
- Prepare annual financial statements

ACCOUNT OFFICER

Rich Lustre Colours -Lekki, Lagos

May 2022 – June 2024

- Generate sales invoices and receipts
- Served as Procurement and Internal Control Officer ensuring compliance with company policies
- Handled monthly payroll, tax computations, statutory deductions and remittances
- Prepare monthly management accounts
- Prepare annual financial statements

SME DIRECT SALES AGENT

Fidelity Bank PLC -Saka Tinubu Branch, VI, Lagos

September 2021 – May 2022

- Sourced and onboarded potential SME client
- Marketed and managed sales of the bank's SME products professionally
- Maintained strong customer relationships to drive business growth

INDUSTRIAL TRAINING (IT STUDENT)

Bank of Agriculture Ltd -Abeokuta branch, Oke-Mosan, Ogun

April 2014 – March 2015

- Prepared and verified loan documentation for underwriting purposes
- Ensured compliance with privacy, security, and regulatory requirements
- Collaborated with stakeholders to manage loan files, databases and official correspondence

PROFESSIONAL CERTIFICATION

Institute of Chartered Accountants of Nigeria (ICAN)

- Associate Chartered Accountant (ACA)

EDUCATIONAL QUALIFICATIONS

Bachelor of Science (B.Sc) -Accounting (In View)

Federal University Oye-Ekiti, Ekiti, Nigeria

September 2025 - Present

Higher National Diploma (HND) -Accountancy

The Federal Polytechnic, Ilaro, Ogun State, Nigeria

November 2018 – Dec 2020

Ordinary National Diploma (OND) -Accountancy

The Federal Polytechnic, Ilaro, Ogun State, Nigeria

October 2011 – December 2013

Secondary School Leaving Certificate

Abeokuta Grammar School, Abeokuta, Ogun State
September 2002 – May 2008

Primary School Leaving Certificate

Trinity Group of Schools, Abeokuta, Ogun State.
September 1996 – May 2002

HOBBIES:

- Reading
- Travelling
- Sports
- Spending Quality Time with Friends and Family

REFEREES:

ONOJA FRANCIS

Guaranty Trust Bank
Relationship Manager (RM)
Contact: 08163395450

ETUK EBETJAH SAMUEL

Keystone Bank PLC
Relationship Manager (RM)
Contact: 08187193434