**David Ngombo Mahoro**

P.O BOX 97772-80112 ⚫ Mombasa-Kenya ⚫ Cell: +254706067892 ⚫ davidngombo@gmail.com

**Finance Manager/Financial Analyst/Accountant**

* A highly motivated and result driven finance manager who has over 2 years of invaluable experience in leading and developing a successful finance team. Skilled in numerous financial and accounting fields, including: preparing annual budgets, monitoring key accounts and credit control. Having the ability to handle complex assignments effectively and possessing the confidence to work as a team and independently. I am presently looking for a suitable opportunity position with a forward thinking company where I can excel, deliver and achieve my potential.

**Skills Financial Management Personal**

Cash flow Supervisory skills Attention to details

Auditing Financial regulations Negotiations

Management Accounts Managing budgets Problem solving

Strategic thinking Decision making Good IT knowledge

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**Seminars Attended**

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| Vision Institute of Professional Alumni(VIPA) AT SAI ROCK HOTEL-20TH March 2010   * ICPAK Registration * Technological changes in finance * On-line taxation |

**Professional Experience**

**silverlane investments limited trading as sabaki motors, Mombasa, Kenya** – *dealers in: New and Used Japanese vehicles and general commission agents*

**Accountant,** january2014 to Present

* Preparation of financial statements i.e. statements of financial position, statement of financial performance, cash flow statement and statement of changes in equity.
* Verification of financial estimates and forecasting.
* Verification of payment vouchers in accordance with the laid down rules and regulations.
* General accounting work involving book-keeping known ledger and routine accounting entries.
* Determination and control of aggregate expenditures and budgeting.
* Supervision of bankings, withdrawal and payments process.
* Preparation of bank reconciliation statements.
* Payroll analysis and preparation.

***Selected Accomplishments:***

* Facilitated successful development of an in-house tailor made accounting system which efficiently serves the company in book-keeping.
* Efficient debt collection and proper management and follow-ups of the debtors hence increasing the company’s turnover.
* Accurately managing a huge company turnover of upto 12Milion per month.
* Underwent NTSA online trainings which made me successful in performing the following tasks in TIMMS website:-
* Motorvihecle inspection that is Bookings and inspection reports
* Motorvihecle registration that is applying for motorvihecle registration, applying for transfer of ownerships, accepting ownerships, applying for duplicate logbooks, Applying for reflective number plates
* Successful facilitated KRA friendly audit for the years 2013 and 2014 and learnt efficient new record keeping method and book-keeping.
* Underwent ITAX trainings which made me successful in performing the following tasks:-filling of monthly PAYEE returns, filling of monthly VAT returns, ITR for employment income, income tax-rental, and income tax of company.
* Underwent NSSF trainings which made me successful in filling monthly NSSF returns and thereby producing payment order numbers and as such saving on time when it comes to paying NSSF, creating members NSSF accounts and as such making it possible for my fellow employees to view the contributions anytime at their convenience.

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**kenya ports authority, Mombasa**

**Intern-**january2012-june2012

**Knowledge attained**

* Financial accounting section-payrolls, taxation, fixed assets.
* Fund control section-internal payment, cash office, credit control, bank reconciliation.
* Perform reviews on the Internal Control to safeguard assets
* Revenue section-customer care,miscelinious
* port services, imports and exports
* Organizing accounting and book keeping records
* Budget section-budget preparation, posting and monitoring expenditure budget.
* Management Information-analysing financial statements, quarterly reports preparations.

**pandya memorial hospital, Mombasa**

**Intern-** July2012-Dec2012

**Knowledge attained**

* Credit control.
* Debtors Control
* Records keeping.
* Cash Management.
* Doctor’s payments reconciliation.
* Suppliers payments processing and analysis.
* Bank reconciliation.

**Technology**

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| **Software:** | MS Office (Word, Access, Excel, PowerPoint),Accounting package-QuickBooks, statistical data analysis DSSP data editor |
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**Education**

**moi university, coast campus**

**Bachelor of Business Management (Finance and Banking option), February 2014 to September 2016**

* Attained Second class Honour (upper division)

**VISION INSTITUTE OF PROFESSIONALS, coast campus**

* CPA FINALIST 2013 graduate
* KATC GRADUATE 2007 graduate

**top institute of technology, coast campus**

* Diploma in Information Technology
* Diploma in Networking
* Certificate in programming
* Proficiency in computer applications
* Computerized accounting package-QuickBooks

**moi forces academy, Mombasa**

* KCSE

GRADE:C PLAIN

CLASS: 2004

**VIJIWENI PRIMARY SCHOOL, Mombasa**

* KCPE

MARKS: 418

CLASS: 2000

**UNIK DRIVING SCHOOL**-valid driving licence.Class E registered

**Referees**

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| NAME | COMPANY | POST | CONTACTS | |
| CELL No | P.O Box |
| Mr.Geoffrey wafula | Silverlane Investments limited | Manager | +254-724495020 | 87793-80100 msa |
| Madam Loice Gichuki | Visions Institute of Professionals-msa | Manager | +254-712795762 | 27651-80100 msa |
| Mr.Nicolas Jefwa | Top Institute of Technology | Director | +254-722641884 | 97772-80100 msa |

**Portfolio on Request ⚫ Available for Relocation**