**RESUME**

*P.O. Box, 87, Owo, Ondo State*

*Off Eunice Aladeola Crescent, Alagbaka GRA,*

*Behind SIB Estate, Akure, Ondo State.*

*0803 368 4555, 0705 547 7164*

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**GBORE, EMMANUEL SHINA**

**OBJECTIVE**

To secure a promising position that offers both a challenge and a good opportunity for growth

**OCCUPATIONAL BACKGROUND**

**• Bursary Unit, University of Medical Sciences, Ondo city, Ondo State**

**Accountant**  **(July 2020-to Date)**

Responsibilities:

• Accounting software posting & Control

• Ledger and Final Accounts

• Other duties as assigned by the Bursar & Chief Accountant

**• Adekunle Ajasin University, Akungba-Akoko, Ondo State**

**(Institute of Part Time Studies)**

**Lecturer (July 2018 to Date)**

Responsibilities:

• Conduct of lectures for Undergraduate, MBA and PGD students;

• Conduct of lectures for ICAN students –ATS, Foundation and Skills level;

• Marking of scripts for tests, assignments and exams; and

• Any other duties as assigned by the Head of Department.

**• Atsab Oil & Gas Nig. Limited, Akure Ondo State**

**Auditor                                 (May 2015 – Dec 2015)**

*Responsibilities:*

• Internal control, checking and monitoring of all financial transactions and inventories.

**• Enterprise Bank Ltd, Akure, Ondo State**

**Business development Unit (S.A)                                (Sept 2014 – April 2015)**

• Facility issuance, Account opening, Loan maintenance banking.

**• Jon Khan Ltd, Alagbaka, Akure, Ondo State**

**Accountant                                (June 2008 - Jan 2014)**

*Responsibilities:*

• Preparation of financial statements for management use;

• Development of financial statements as well as its interpretation;

• Non-financial interpretation of financial data;

• Preparation of the monthly payroll system and ensuring that all necessary deductions are made;

• Packaging of business proposals for contract acquisition by the company;

• Monthly remittance of government deductions, taxes and pensions for both the Company and its staff; and

• Cash disbursement and monitoring as well as effective receipting.

**• Sharon Exclusive Hotel,** **Akure, Ondo State (June 2008 - Jan 2014)**

*Responsibilities:*

• Development of financial & non-financial interpretation of financial data,

• Monthly payroll system and ensure all necessary deduction

• Monthly remittance of government deductions, taxes and pensions.

• Cash disbursement and monitoring and effective receipting

**• Leadway Assurance Company ltd.**

**Marketing Executives                                             (Aug 2007-June 2008)**

*Responsibilities:*

• insurance cover for life and non- life business, pension and asset management

**• National Youth Service Corps (NYSC)                              (Sept, 2006-Aug, 2007)**

Responsibilities:

• Sambo Secondary School, Gusau, Zamfara State (Account Teacher)

**• Rufus Giwa Polytechnic Cyber Cafe, Owo                (July 2003-June2004)**

*Responsibilities*:

Account Clerk, hardware maintenance, cyber café Manager and Computer Instructor

**SKILLS AND CAPABILITIES**

• Capable of preparing budgets and similar documents for various uses;

• Ability to compute tax liabilities and carry out investigative activities;

• Capable of preparing and interpreting financial statements;

• Ability to work well with Microsoft Excel, Word, PowerPoint and other Application packages;

• Ability to work well with Sage and Peachtree Accounting packages;

• Can work well with IPPIS software;

• Capable of working well under stressful and challenging conditions;

• Possess good interpersonal relationship; and

• Can speak English and Yoruba fluently.

**EDUCATIONAL BACKGROUND**

Adekunle Ajasin University, Akungba-Akoko, Ondo State                **2018 to 2020**

Adekunle Ajasin University, Akungba-Akoko, Ondo State                 **2010 to 2014**

Ondo State Polytechnic, Owo, Ondo State                        **2003 to 2006**

Ondo State Polytechnic, Owo, Ondo State                    **2000 - 2003**

Unity Secondary School, Epinmi Akoko, Ondo State                 **1993 -** **1999**

St Thomas Ang. Pry School, Eshe, Ikare-Akoko, Ondo State           **1987 -** **1993**

**CERTIFICATES OBTAINED**

**• Academic and Professional:**

Associate Chartered Accountant

Institute of Chartered Accountants of Nigeria (ICAN) in view

Master of Science in Accounting 2020

BSc. (*Hons.*) Accounting (*Second Class Upper Division*) 2014

Nigeria Institute Of Management (CHARTERED)                   2008

Higher National Diploma, Accounting (*lower Credit*)  2006

National Diploma, Accounting *(lower credit)* 2003

West African Examinations Council:

Senior School Certificate (May/ June) 1999

**• Others**

Diploma in Desktop Publishing and Accounting Software,

Microsoft Office, Adobe Photoshop, CorelDraw, OS’

*(Abe Secretarial and Computers)*                            2007

Certificate of National Service 2006

**RESEARCH PUBLICATIONS**

**• Accepted Journals**

• Corporate Governance Characteristics and Timeliness of Financial Reporting in Nigeria

• Employee Relations and Financial Performance of Listed Deposit Money Banks in Nigeria

**• Thesis/Dissertations:**

**M.Sc. Thesis:** Corporate Social Indicators and Financial Performance of listed Deposit Money Banks

**B.Sc. Thesis:** Effect of Tax Administration and Revenue Generation in Nigeria

**HOBBIES**

Watching football and movies

**REFEREES**

**Mr. Ayo Ogunleye**

Chief Executive Officer

Atsab Oil and Gas Nig. Ltd., Alagbaka, Akure, Ondo State.

Tel: 0803 080 3700

**Mr. M.S.O. Shittu**

Bursar,

University of Medical Sciences, Ondo city, Ondo State

Tel: 0803 459 7628

**Dr. (Mrs.) E.O. Igbekoyi**

Head of Department,

Accounting Department,

Adekule Ajasin University, Akungba Akoko, Ondo State.

Tel: 0803 635 2377