| **IBRAHIM NUHU IBRAHIM**     | **Contact** | | --- |     **Address**  A23 Bamidele Otiko, street, Adisa Estate, Apo, Abuja  **Phone**  08167214433  08117757120  **E-mail**  iibrahimnuhu05@gmail.com     | **Skills** | | --- |     Data Entry    Excellent  Organization and Time Management    Excellent  Analytical and Critical Thinking    Very Good  Planning and Coordination    Very Good  Excellent Communication    Excellent  Self-Motivated    Excellent  Strategic planning    Excellent  Operations management    Very Good     | **Languages** | | --- |     English    Excellent  French    Average  Hausa    Excellent | Highly analytical and diligent with excellent communication, organisation and interpersonal skills. Problem solving with a demonstrated history in multitasking and working effectively as part of a team.     | **Work History** | | --- |      |  | 2021-09 - Current |  | **Tariff Officer**  *Cedarcrest Hospitals Ltd*   * Creating and maintaining Tariff schemes * Organising periodic meetings and Tariff Review * Market Analysis * Cost accounting * Maintaining Data and Tariff information * Organising presentations for the Tariff review committee. * Created spreadsheets using Microsoft Excel for daily, weekly and monthly reporting. * Drove operational improvements which resulted in savings and improved profit margins. | | --- | --- | --- | --- |  |  | 2019-09 - 2021-09 |  | **Finance & Operations Officer**  *AMSAJ Industrial Co ltd*   * Preparing and controlling budgets and advances * Participation in the improvement of internal control and general operations of the organization * Preparing reports * Drafting letters, correspondence and invitations. * Monitored budget and revenue trends, compiling reports for company leadership to inform decision-making. * Identified partnership opportunities and established favorable business connections. * Audited and reconciled payroll and distributions for personnel. * Prepared monthly reconciliation of bank accounts and took corrective actions on deviations. | | --- | --- | --- | --- |  |  | 2017-06 - 2018-12 |  | **Tax Officer**  *Federal Inland Revenue Service*   * Manage VAT and Central Registry departments' database * Collaborate logistics to help meet targets * Assist Head of Administration to organise technical meetings and technical sessions * Prepare weekly tax monitoring and other exercise schedules and reports * Organise activity work plan * Conducted targeted tax research to facilitate informed project planning and compliance efforts. * Advised external partners on adherence to federal and state tax regulations and laws to promote corporate legal compliance. * Analyzed tax issues and made recommendations for remediation to management. | | --- | --- | --- | --- |      | **Education** | | --- |      |  |  |  | **Institute of Chartered Accountants of Nigeria *(Professional Level)***  Level Relevant Modules: Financial Reporting. Corporate Strategic Management Ethics. Performance Management. Case Study | | --- | --- | --- | --- |  |  | 2012-09 - 2016-08 |  | **Bachelor of Science: Accounting**  *Ahmadu Bello University - Zaria*  Relevant Modules: Financial Accounting. Business Creation and Growth. Nationalism. Cost Accounting. Macro economics.   * Member of Nigerian Universities Accounting Students Association | | --- | --- | --- | --- |  |  |  |  | **No Degree**  *Zamani College - Kaduna*  English. Mathematics. Economics. Government. Computer. Literature   * Member of Sports and Computer Club * Elected Captain of Limpopo House | | --- | --- | --- | --- |      | **Certifications** | | --- |      |  | 2022-07  2022-05 |  | Introduction to Sustainable Finance  International Organizations Management (University of Geneva). | | --- | --- | --- | --- |  |  | 2019-07 |  | Certificate in Basics of Project Management (IBMI). | | --- | --- | --- | --- |  |  | 2022-05 |  | Certificate in Risk Management (IBMI). | | --- | --- | --- | --- |  |  | 2010-08 |  | Microsoft Office Training (Nigerian Institute of Information Technology). | | --- | --- | --- | --- |  |  | 2010-03 |  | Citizenship and Leadership Training, Shere Hills, Plateau. | | --- | --- | --- | --- |  |  | 2013-02 |  | DELF A1 French Exam | | --- | --- | --- | --- |  |  | 2022-09 |  | Introduction to Sustainable Finance | | --- | --- | --- | --- |      | **Interests** | | --- |     Sustainable Development  Conservation  Reading  Horseback riding and Polo |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |

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