

EMMANUELA CHISOM UGOALA, ACA

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Professional Summary

Strategic and detail-driven ICAN Qualified Accountant with 7+ years progressive leadership experience overseeing full-cycle accounting, tax compliance, and money market/financial operations across Nigeria, South Africa, and the United States. Proven track record of strengthening internal controls, optimizing accounting processes by up to 60%, and delivering accurate financial reporting across multi-entity environments. Skilled in budgeting, payroll management, audit support, revenue forecasting, reconciliations, and developing charts of accounts and SOPs that enhance operational efficiency. Adept at cross-functional collaboration, dispute resolution, and regulatory compliance, with hands-on experience using QuickBooks, Excel, SAP, and Notion. Currently expanding technical competence through ongoing audit practice to support senior managerial responsibilities and organizational growth.

Skills

- Budgeting & Financial Planning
- Advanced Financial Reporting & Bookkeeping
- Knowledge of IAS/IFRS
- Asset & Inventory Management
- High Accuracy & Analytical Thinking
- Stakeholder & Client Relationship Management
- Cashflow Planning & Liquidity Management
- Internal Controls & Risk Management
- Auditing
- Numerical/Analytical skill
- Bank & Account Reconciliations
- Tax Compliance & Statutory Filings
- Business Intelligence & Data Analysis
- Microsoft Excel & Accounting Software Proficiency
- Strategic communication & Operational Planning
- Blockchain Accounting & Assets/liability Management

Work History

AUDIT ASSOCIATE, 07/2025 - Date

OLADELE, OLATUNDE & CO (Chartered Accountants), Rivers State, Nigeria

- Perform bank statement analysis, account reconciliations, and substantive testing to verify accuracy of financial records and identify discrepancies across client accounts.
- Assist in preparing IFRS-compliant financial statements, audit working papers, lead schedules, and supporting documentation for multiple audit engagements.
- Execute audit fieldwork, including control testing, sampling, walkthroughs, and evidence gathering, ensuring adherence to audit methodology and regulatory standards.
- Contribute to the completion of audit assignments by drafting audit reports, highlighting key findings, proposing control improvements, and supporting final review with engagement managers.

FINANCE MANAGER (REMOTE), 01/2023 – 09/2025

THE REPUBLIC54 LLC, South Africa & U.S.A

- Developed advanced financial models and analytics dashboards to identify revenue trends across streaming, distribution, and licensing channels, producing accurate revenue, profitability, and expense forecasts for executive decision-making.

- Designed organizational structures, implemented a refined Chart of Accounts, and created end-to-end SOPs that enhanced financial controls, improved workflow efficiency, and standardized accounting processes across the company.
- Conducted multi-entity bank statement analysis and transaction classification for the Nigeria, South Africa, and U.S. branches, ensuring accurate consolidation, compliance, and timely month-end reporting.
- Managed end-to-end royalty accounting by maintaining talent workbooks, processing vendor invoices, calculating artist payouts, and disbursing commissions through QuickBooks with 100% accuracy and documentation.

LEAD ACCOUNTANT, 03/2024 – 05/2025

DANTOWN ASSETS LIMITED, Rivers State, Nigeria

- Led a specialized accounting unit supervising 9 personnel to oversee day-to-day financial operations, implementing robust controls to ensure fraud prevention and accuracy across high-volume digital asset transactions and traditional bank records.
- Designed and implemented advanced Charts of Accounts and Standard Operating Procedures (SOPs) tailored for FinTech environments, enhancing process consistency by 60% and streamlining the reporting of complex transaction flows.
- Directed full-cycle accounting and IFRS-compliant reporting, managing everything from payroll and PAYE remittances to annual tax filings and multi-entity bank reconciliations to ensure 100% regulatory alignment.
- Expertly resolved complex transaction disputes by investigating discrepancies and retrieving session IDs, utilizing specialized tools like Fireblocks and Blockfill for secure asset tracking to ensure accurate crypto-transaction reporting and improved customer satisfaction

ACCOUNT CLERK, 02/2024- 03/2024

DANTOWN ASSETS LIMITED, Rivers State, Nigeria

- Entered cashbook and voucher data with 100% accuracy, performed routine asset verification, and strengthened asset safeguarding controls to reduce fraud exposure.
- Processed PAYE and other statutory tax remittances promptly, ensuring full compliance with regulatory requirements and internal audit standards.
- Provided timely transaction updates and issue resolution support to the Customer Happiness team, contributing to a 70% improvement in customer retention and transaction confidence.
- Monitored and reviewed Payment Officers' General Ledger accounts to identify irregularities, detect fraud risks, and maintain accurate financial postings.

ACCOUNTANT- NYSC, 12/2021 - 10/2022

KAFTAN TELEVISION, Ondo State, Nigeria

- Updated financial spreadsheets and internal databases to monitor revenue streams from advert placements, programme sponsorships, studio bookings, and production services, ensuring accurate reporting for management and sales teams.
- Managed daily accounting operations, journal entries, cashbook updates, expense tracking, and account reconciliations to maintain reliable financial records and support timely month-end close.
- Processed monthly staff remuneration, prepared payroll schedules, and created provisions for broadcast-related operating expenses, ensuring accurate expense recognition and budget alignment.
- Recorded and maintained documentation for cash transactions, credit sales, fixed assets, accrued production costs, and prepayments, while performing routine asset verification and depreciation to support audit readiness and financial compliance.

ACCOUNT INTERN, 11/2018 - 01/2020

OLAM CROWN FLOUR MILL, Rivers State, Nigeria

- Supported external auditors during annual audit cycles by preparing financial schedules, validating supporting documents, and ensuring all tax and compliance records were accurately processed in line with statutory regulations.
- Managed cash and cheques transactions for multiple contractors with 100% posting accuracy, strengthening cash controls and ensuring proper daily reconciliation of transaction records.
- Conducted routine inventory counts and reconciled stock variances while performing cost and variance analyses to support budgeting decisions and justify operational funding requirements.
- Utilized Microsoft Excel and SAP ERP to process vendor invoices, initiate payment workflows, and compute employee allowances, ensuring timely disbursements and accurate expense classification for monthly reporting

ACCOUNT OFFICER, 08/2017 - 06/2018

NACCIUGO TECHNICAL SERVICES NIGERIA LIMITED, Rivers State, Nigeria

- Verified and updated customer and delivery records, ensuring accurate documentation for financial tracking, billing support, and monthly reporting, which improved data reliability by 30%.
- Maintained organized financial and administrative files, supporting audit readiness, reconciliation procedures, and proper documentation required for accounting controls.
- Prepared and recorded shipment transactions for 10+ weekly client orders, ensuring completeness, accuracy, and timely posting to support revenue recognition and expense classification.
- Collaborated with internal teams to resolve documentation discrepancies, mitigate operational risks, and enhance workflow accuracy, contributing to a 20% reduction in reconciliation variances.

Education

Bachelor of Science (Education): Accounting

Ignatius Ajuru University of Education - Rivers State, Nigeria - 2021

- Awarded Second Class Upper Division with a 4.02 Cumulative Grade Point Average. Top 1%

Certifications

- Data Analytics (In View)
- ICAN Qualified - 2025
- Discharge Certificate, National Youth Service Corp -2022
- Starting a career as a Financial Analyst, LinkedIn -2022
- Financial Forecasting with Analytics Essential Training, LinkedIn -2022
- Information System Auditing, Controls and Assurance, Hong Kong University of Science and Technology -2022
- First School Leaving Certificate - 2015
- West African Examination Council Certificate, Rev. John Teye Memorial Institute Ghana -2014