



GWOKYALYA HANIFAH

FINANCIAL CONTROLLER

BIO

Surname : GWOKYALYA
Other Names : HANIFAH
Date Of Birth : 17th/May/1997
Marital Status : Engaged
Gender : Female
Nationality : Ugandan
Languages : English
Residence : Abu Hail, Dubai, UAE
Visa Status : Visit Visa
Contacts : Email: gwokyalyahanifah@gmail.com
Tel: +971 551476034

CAREER OBJECTIVE

I am an experienced Financial Controller with three years of experience, proficient in administration, computer literacy, customer service, organizational skills, and business development. I possess excellent communication skills and accounting knowledge, with a proven track record in leadership and adaptability. I am seeking a challenging role in finance where I can utilize my skills and contribute to the success of the organization

EDUCATION BACKGROUND

Makerere Business School

Bachelor's of Business Administration

08/2016-01/2021

Lubiri Secondary School

Uganda Advanced Certificate of Education (U.A.C.E)

02/2014-12/2015

Gombe Secondary School

Uganda Certificate of Education (U.C.E)

01/2010-11/2013

CERTIFICATES

Certificate In Records and Archives

Nakawa Institute of Business Studies

EXPERIENCE

Irman Petroleum Ltd

Financial Controller (Sept 2021 - Feb 2023)

Uganda On-site Full-time

- Recorded financial transactions and reconciled accounts in tally software and QuickBooks software to generate financial statements according to GAAP.
- Reviewed and analyzed financial data to create and deliver presentations reporting the company health to the senior staff members and all shareholders
- Oversaw payroll and other transactions as needed including processing the payroll and superannuation and preparing and sending invoices and receipts.
- Collaborated with clients to address questions, get complete documentation and ensure the accuracy of accounts...

Sseban Poultry Farm

Cashier (March 2021 - July 2021)

Uganda On-site Full-time

- Balancing cash drawer by counting cash at beginning and end of work shift.
- Maintaining safe and clean working environment by complying with procedures, regulations and rules.
- Resolves customer issues and answers questions.
- Collecting payments by accepting cash, cheque, or charge payments from customers and makes change for customers

Namugongo Division Council

Assistant Financial Controller (Feb 2019 - Aug 2019)

Uganda On-site Full-time

- Ensuring effective and accurate budgetary controls.
- Management accounting and departmental reporting.
- Ensuring compliance with accounting and tax regulation.
- Preparing and consolidating financial statements and bank statements.

SKILLS

- Good communicator, listener and quick thinker.
- Excellent computer skills in MS Office,
- Ability to produce results at designated deadlines.

HOBBIES

- Reading and writing
- Gardening and volunteering

REFEREES

Available on request

DECLARATION

I, Gwokyalya Hanifah, the undersigned certified to the best of my knowledge and belief that the above information correctly describes me, my qualifications and work experience

Date: 22nd/3/2024