OLUBAJO IYANUOLUWA

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PROFESSIONAL SUMMARY

Senior Accountant with hands-on experience across the general ledger, accounts payable and receivable, bank reconciliation, budgeting, financial reporting, internal audit and tax compliance. Has managed the finances of events of up to ₦80M and led month-end reconciliation and reporting for SME clients. Proficient in QuickBooks Online, Zoho Books and advanced Excel.

KEY ACHIEVEMENTS

- Managed budgeting, expense tracking and financial analysis for events of approximately ₦80M and ₦67M, and produced pre-event and post-event financial reports.
- Prepared and reviewed financial statements for multiple SME clients, and supported audit procedures and tax compliance.
- Conducted internal audits and tracked funds for a ₦30M+ project under strict financial controls.
- Completed 20+ reconciliations a month across bank statements, sales, POS/EOD records and delivery platforms, investigating discrepancies.

CORE SKILLS

- QuickBooks Online
- Zoho Books
- Advanced Excel
- General Ledger
- Bank and Ledger Reconciliation
- Accounts Payable
- Accounts Receivable
- Financial Statement Preparation
- Financial Reporting
- Management Accounting
- Budgeting and Variance Analysis
- Cash Flow Forecasting
- Payroll Reconciliation
- Internal Audit and Audit Support
- Tax Compliance (VAT, WHT, PAYE, Annual Returns)

PROFESSIONAL EXPERIENCE

Accounting Advisory Officer | Financial Compliance Officer **Feb 2026 – Present**
Estybuk Compliance Solutions | Remote (part-time)

- Prepare and review financial statements for multiple SME clients, ensuring accuracy and compliance with regulatory requirements.
- Support audit procedures and financial reviews, identifying errors and keeping records audit-ready.
- Advise clients on tax compliance and guide them through CAC business registration.
- Support the preparation and filing of VAT, WHT and PAYE returns and annual tax returns for SME clients.
- Upgraded clients from TaxPro-Max to Rev360 and ensured annual returns and filing information were accurate, lifting client retention and referrals from roughly 10% to about 35%.

Senior Finance Officer **Jan 2026 – Jun 2026**
Tapas Bar

- Processed 100+ transactions a month (invoices, sales inflows, petty cash and vendor payments) totalling ₦10M+ in Zoho Books and Excel.
- Reconciled bank statements, ledgers and payment records, investigating and resolving discrepancies.
- Prepared monthly management reports on revenue, expenses and cash movement for leadership.
- Maintained accurate records and controls over petty cash and vendor payments.
- Supported VAT and PAYE compliance and upgraded the business onto the Rev360 tax portal, which was new to them, bringing their tax filings and records up to date.

Freelance Finance Consultant | Events and Projects **Sep 2025 – 2026**
Self-employed | Freelance

Forum Création Africa (French Embassy event) | approx. ₦80M event

- Managed finances for an event with a budget of approximately ₦80M, covering expense tracking, vendor payments and control of rising costs.
- Worked with vendors on payment timing, prepared final reconciliation documents and produced pre-event and post-event financial reports and analysis.

Tech Cabal (in collaboration with NAHOUS) | approx. ₦67M event

- Managed budgeting, expense tracking and financial analysis for an event valued at approximately ₦67M; compiled post-event financial reports.
- Coordinated spending across event departments to keep costs within budget; created and managed client invoices and receivable records.

Sunday Service (Our House) | ₦30M+ project

- Managed fund collection, allocation and tracking for a ₦30M+ project; conducted internal audits and produced financial reports for leadership and stakeholders.

Spectrum Entertainment Ltd | Internal Accountant

- Performed 20+ reconciliations monthly across bank statements, sales, POS/EOD records and delivery platforms; allocated expenses in QuickBooks Online and prepared monthly revenue and expense reports.
- Verified event sales, POS transactions and payment records to ensure accurate revenue capture.

Finance Officer and Administrative Head **Jan 2025 – Dec 2025**
NAHOUS

- Led payroll and payroll reconciliation (salary obligations above ₦5M), alongside bank reconciliation and financial analysis.
- Oversaw budgets, cash flow, vendor payments, purchase orders and staff reimbursements; checked vendor, amount and date on purchase orders against invoices before payment.
- Improved the structure of reporting, financing, payroll and reconciliation.

Administrative Officer / Accountant **2024 – 2025**
Windsor Global Group / Windsor Gallery

- Processed invoices, monitored account balances and maintained ledger entries across two entities; assisted with payroll, budgets and expense reports for management review.

Sales Representative – Inventory Supervisor **2022 – 2023**
Gabsol Stores, Lagos

- Kept accurate stock and cost records, ran regular audits, and recommended ways to tighten budgets and reduce costs.

EDUCATION

B.Sc. Accounting, National Open University of Nigeria (NOUN)

B.Sc. Business Management (Associate), Throne Management and Business Institute, Switzerland **2022**

CERTIFICATIONS AND MEMBERSHIPS

- ICAN (Institute of Chartered Accountants of Nigeria), In View
- Zoho Books, Brattle Multi-Concepts Consult
- Data Analytics Program, The Incubator Hub (Power BI, SQL, Excel dashboards)