

Foster Mukuware

National Identification No: 75-2040788N14



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6317 Westlea Comet Close,
Westlea, Harare, Zimbabwe

SKILLS

Financial Statement
Analysis and preparation

SQL Servers

Project Management

Macro dynamics
Knowledge

Ms Office Advanced
Excel

Quickbooks

Taxation

Budget Forecasting

Analytical Skills

Bookkeeping

LANGUAGES

English
Full Professional Proficiency

Shona
Full Professional Proficiency

INTERESTS

Business

Music

Current Affairs

WORK EXPERIENCE

Junior Consultant- Finance Apex CPA's and Consultants

10/2018 - 09/2020

Chiredzi, Zimbabwe

Apex performs audit, tax, advisory, bookkeeping, project management, advisory and consulting services on behalf of and SME's and NGO's

Achievements/Tasks

- Consolidating and analysis of financial information i.e. budgets, income statements forecasts in line with business financial health and objectives.
- Formulating creative solutions to reducing costs and improving financial performance
- Overseeing expenditure and identify trends in spending. Making forecasts for future budget needs. Suggesting improvements to increase profits (e.g. spending cuts). Preparation of periodical and special reports
- Assisting in the processing of balance sheets, income statements and other financial statements according to, donor, legal and company accounting and financial guidelines
- Assisting with reviewing of expenses, payroll records etc. as assigned and other accounting projects
- Updating financial data in databases to ensure that information will be accurate and immediately available when needed. Assisting senior accountants in the preparation of monthly/yearly closings
- Assisting with risk assessment activities, formulating strategies to minimize risk and taking part in internal audit programs of internal control systems
- Undertaking compliance activities while dealing with Zimra on Income Tax, VAT and PAYE
- Management of accounts receivable and accounts payable

Trainee Clerk Apex CPA's and Consultants

06/2018 - 09/2018

Chiredzi, Zimbabwe

Achievements/Tasks

- Recording transactions such as income and outgoings, and posting them to various accounts
- Processing payments
- Conducting daily banking activities
- Producing various financial reports
- Reconciling reports to third-party records such as bank statements.
- Reconcile accounts in a timely manner
- Provide accounting and clerical support to the accounting department

EDUCATION

Bachelor of Science Degree in Accounting and Finance Anglia Ruskin University,

09/2013 - 05/2018

Cambridge, United Kingdom

Courses

- Part Qualified ACCA Accountant (Level 2)