

CURRICULUM VITAE

PERSONAL DETAILS

NAME: Margaret Anyango
BIRTH DATE: 01, September, 1975
NATIONALITY : Ugandan
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Professional Experience

I am a professional accountant with over nine years experience in finance and accounts.

The key strengths that I possess include:

- i. Experience in donor fund accountability reporting
- ii. Management of withholding tax deductions, computations and returns.
 - i. experience in revenue and expenditure Management - Ensuring that all petty cash expenditures are properly authorized before payments, as a measure of expenditure control.
 - ii. experience in asset Management - I have participated in the survey and recording of physical Fixed Assets including the updating of assets register, which figures are used in the preparation of the Statement of Financial Position, which forms part of the final accounts.
 - iii. Ensuring that all statutory payments/returns are accurately computed and remitted on time so as to avoid penalties. This I have achieved through computation and remittance of Withholding taxes.
 - iv. I believe in Continuous Professional and Career development – as evidenced in the Continuous Professional and Career development section in my curriculum Vitae.
 - v. I strive for continued Excellence.
 - vi. Audit and audit related assignments.

Key Competences

- Accounting and Financial analytical skills
- Decision making skills
- Leadership and team work skills
- Communication and Presentation skills
- Interpersonal skills
- Integrity

WORK EXPERIENCE

2011- Date Senior Accountant - UNEB

Responsibilities

- Accounting for NAPE project funds
- Payment of PLE examiners
- Team leader for inventory management
- Ensuring statutory taxes are remitted
- Petty cash management

2009- 2011 Accountant- UNEB

Responsibilities

- Maintenance and Update of Fixed Assets Register.
- Maintaining and follow up of Staff Accountability Ledger.
- Issuing of Invoices.
- Team Leader in stock taking Exercises
- Carried out audit assignments

Key achievements

- Updated regularly Fixed Assets Register
- Timely payment of PLE examiners
- Timely Provision of Inventory management reports
- Ensured timely remittance of taxes
- Ensured timely accountability reports for NAPE donor funds

2007-2009 Accounts assistant -UNEB

Responsibilities

- Maintenance of Fixed Assets Register.
- Writing Cash books.
- Team Leader in stock taking Exercises.

2005-2007 Finance assistant-UNEB

Responsibilities

- Collecting, Banking and Accounting for Revenues.
- Maintaining Cheque dispatch register.

1999-2005 Asistant clerical officer -UNEB

Responsibilities

- Issue and receipt of entry forms
- Updating Packing List

Education and Qualifications

Year	Institution/College/school	Qualification
2017	CPA	CPA
2014	ACCA	ACCA Member
2011	Makerere University Business school	MBA (finance & Accounting)
2007	ACCA	ACCA affiliate
1977	Uganda college of commerce	UDBS
1995	Gregg s s	UACE
1991	Mt. st. Mary's Namagunga	UCE

Professional and Career development

CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD)

- **CPA annual seminars – 2018 - 2020**
- ACCA CPD seminar – 16/3/2017 (Imperial Royale, Kampala).
- CPA annual seminar, Rwanda – 5/10/2016-7/10/2016 (serena, Rwanda)
- CPA annual seminar – 7/9/2016-9/9/2016(Imperial Resort, Entebbe)
- CPD seminar by Association of Accounting Technicians – 29/7/2016 (Imperial hotel)
- ACCA CPD seminar – 17/3/2016 (Imperial Royale, Kampala).
- Enrollment for CPA course – January-2016
- CPA annual seminar – 9/9/2015-11/9/2015 (Imperial Resort, Entebbe)
- ACCA CPD seminar – 19/3/2015 (Imperial Royale, Kampala).
- Annual Internal Auditors' Workshop – April-2014 (Speke Resort, Munyonyo)
- ACCA CPD Seminar – March-2014 (Hotel Africana, Kampala)
- Annual Seminar for Institute of Certified Public Accountants-September-2013 (Imperial Resort, Entebbe)
- Finance and Management Accounting Seminar-August-2013 (Hotel Africana,Kampala)
- IFRS Workshop-August-2013 (Hotel Africana, Kampala)
- Institute of Internal Auditors work shop – April-2013 (Speke Resort, Munyonyo)
- ACCA CPD Seminar-January-2011
- ACCA CPD Seminar-March-20
- ACCA CPD Seminar-March-20
- ACCA CPD Seminar-March-20

ICT skills

- Microsoft office applications (Excel, MS word)
- Accounting softwares (IFMS, MS Dynamics SL)

Interests

- Computing
- Sports (athletics, swimming)
- Reading
- socializing

References

1. Mr. Odongo Daniel Nokrac
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Uganda National Examinations Board,
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2. Mr. Okello Moses
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