

MAINA JOSEPH

**P. O. Box 1769,
Mbale – Uganda**

BRIEF RESUME

I am a qualified Accountant with a wide range of experience in accounting and Auditing. I have worked with several institutions in the government and private sectors. I offered 10 years of service in the private sector working as accountant at the Centenary Bank and the former Coffee Marketing Board Ltd. I offered 15 years of in the public sector, rising to the rank of Principal Auditor service at the Office of the Auditor General. I undertook a range of assignments involving Audits of Local Governments, Statutory Corporations, Central Governments, Projects & training. In addition, I handled several key adhoc duties such as Parliamentary liaison, coordination of training activities, prequalifying private auditors for outsourced OAG audits and evaluation and procurement of auditors for outsourced audits amongst others.

PERSONAL DETAILS

Names: MAINA JOSEPH

Date of Birth: 9TH FEBRUARY, 1966

Nationality: Ugandan

Marital Status: Married

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EDUCATIONAL BACKGROUND

January 2000: Membership of The Association of Chartered Certified Accountants (ACCA)

1985/86-87/88: Bachelor of Commerce, Accounting (Hons)
Makerere University, Kampala

1983-1985 (March): Uganda Advanced Certificate of Education (U.A.C.E)
St Peter's college, Tororo

1979-1982 : Uganda Certificate of Education (U.C.E)
Manjasi High School, Tororo

- 1978 : **Primary Leaving Examinations (P.L.E)**
Fairway School, Mbale (1978)
Rock View School, Tororo (1972-1977)
- Other Certificates** :
 - Audit of Social services sector, ICISA India.
 - Detecting fraud while auditing, AFROSAI-E South Africa
 - Exploration and production accounting 1 & 2, MDT International.
 - Oil and gas sector training, Kampala, Ernst & Young.

WORK EXPERIENCE

OFFICE OF THE AUDITOR GENERAL (1998- 2013)

Principal Auditor (2005-2013)

- Served in several capacities that included head Energy Sector Audits (central government), and Head Masaka Branch under Directorate of local government audits.
- Supervised a staff of 15 persons to generate the audit plans and harmonize the audit execution to meet the statutory reporting deadlines of the Office.
- Drafted the management letters and coordinated the interfaces between the Auditor general and the auditees, for conclusion of the Audits.
- Reviewed audit reports from the audits outsourced to private audit firms and concluded the audit process in liaison with the firms, the Auditor general & the Auditees.
- Undertook several adhoc assignments which included:- a month-long sojourn to European countries with the Public Accounts Committee as a liaison for the discussion of Auditor general's Reports; Coordinated training activities; Chaired a Board of Survey of Assets of OAG (Countrywide); Prequalified Audit firms (country wide); Managed and accounted for the branch imprest and assets as branch head.

Auditor (1998-2005)

- Was team leader of audits in local governments (Mbale Branch) and Central government (Ministry of Public service & Ministry of works).
- Supervised a team of between 3 to 5 persons to generate the audit planning memoranda, execute the audits and report findings.
- Drafted the management letters and followed the audit process through to conclusion in liaison with the auditees.

COFFEE MARKETING BOARD LTD (1990-1997)

Accountant Production (Bugolobi Complex) - (1995-1997)

- Oversaw the financial management of the coffee processing activities which included timely payment of coffee suppliers and casual laborers.
- Coordinated the branch budgeting process, and compiled and submitted monthly management reports to headquarters in accordance with the company accounting procedures.

Accountant Mombasa Branch (1994)

- Managed the financial operations of the branch whose core objective was to oversee the shipment of Uganda coffee sold abroad under FOB (Mombasa) contracts.
- Coordinated the branch budgeting and financial management activities with the Administration, Quality Control, Shipping and Stores departments.
- Managed the branch imprest and supervised a staff of 15 persons to ensure timely reporting in accordance with the timelines stipulated in the company accounting procedures.

Accountant ledgers (1990-1993)

- Posted the company manual general ledger with monthly transactions from the headquarters and over 15 other cost centers/units.
- Generated the trial balance and coordinated the branch reconciliations to conclude the preparation of financial statements.
- Was centrally involved in the end of financial year annual stock taking procedures, for both trading and other stocks.

CENTENARY BANK. (1988-1990)

Accountant Headquarters (1989-1990)

Planned and successfully executed a special project of preparing Bank financial statements, several years in arrears, from incomplete records. Allocated work and supervised a team of three committed persons in the assignment.

Accountant Masaka Branch (1988-1989)

- A supervised a staff of 15 banking assistants to ensure timely service to clients. Authorized all customer withdrawals from a manual ledger system and ensured monthly balancing of the depositors' control accounts.
- Submitted periodic reports to headquarters and ensured reconciliation of inter-branch balances.

EXTRA CURRICULAR

- I have played chess, scrabble and Table tennis at an excellent level.
- I play lawn tennis at a decent level

PERSONAL ATTRIBUTES

- I consider myself professional.
- A person of high integrity.
- A positive person and team player.

REFEREES

1. Dr. Fixon Akonya Okonye,
Internal Auditor General,
Ministry of finance Planning and Economic development,
P.O. Box 8147,
Kampala.
2. Mr. Walter Okello,
Assistant Commissioner IT and Performance Audit,
Ministry of finance Planning and Economic development,
P.O. Box 8147,
Kampala.