



JOSEPHINE

ACCOUNTING HEAD

CONTACT

EDUCATION

1987 - 1991

Bachelor of Science in Business Administration Major in Accounting

SKILLS

Financial Reporting & Analysis

Budget Management & Forecasting

Regulatory Compliance

Internal Controls & Process Improvement

Loan Processing & Management

Accounts Payable & Receivable

Problem-Solving & Decision-Making

Detail-Oriented & Organized

Communication & Collaboration

PLATFORM EXPERTISE

Accounting Journals & Ledgers

Microsoft Excel

Zoho Books

G-Suite (Google Sheets & Docs)

Xero

Workday

Teams

Slacks

MS Forms

PROFILE

Accomplished accounting and finance professional with over 30 years of experience in financial management, reporting, budgeting, and regulatory compliance. Proven expertise in leading accounting teams, improving processes, and implementing internal controls to enhance operational efficiency. Adept at managing financial operations across diverse industries, including memorial services, agriculture, and financial lending. Demonstrates a strong commitment to accuracy, integrity, and process optimization, with a track record of maintaining compliance with financial regulations and driving organizational growth. Skilled in loan processing, payment management, and staff development, delivering results through strategic planning and leadership

WORK EXPERIENCE

2024 - PRESENT

Accounting Head

Managed accounting operations, including financial reporting, budget oversight, and staff development.

Ensured compliance with financial regulations while streamlining processes and improving operational efficiency.

1993 - 2023

Accounting Head

Oversaw accounting functions, including financial reporting, budget management, and team leadership.

Maintained regulatory compliance and implemented enhanced internal controls to strengthen financial practices.

1992 - 1993

LOAN OFFICER

Evaluated and processed loan applications, managed loan disbursement, and recorded payments.

Ensured compliance with lending policies while maintaining accurate records and reports.

REFERENCE