**CURRICULUM VITAE**

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|  | Introducing:  **Esther Kachere**  Maiden name: Chinyani  8703111310182  Black, Female English and Shona  Email address: [estherchinyani@gmail.com](mailto:estherchinyani@gmail.com)  Contract number: 0785955359 / 0634831946  Availability: One month |

**EDUCATION AND QUALIFICATIONS**

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| **Tertiary Education** |  |  |  |
| Qualification | Institution | Year | Majors |
| CA(SA) | South African Institute of Chartered Accountants **(SAICA)** | 2017 (Registered) |  |
| CA(Z) | Institute of Chartered Accountants of Zimbabwe **(ICAZ)** | 2014 (Registered) | Part I (ITC): 2013 **(1st Attempt)**  Part II (APC): 2013 **(1st Attempt)** |
| Bachelor Honours Accounting Science | University of South Africa | 2011 (Completed) | Accounting, Taxation, Auditing and Management Accounting |
| Bachelor of Accounting Science | Midlands State University | 2010 (Completed) | Financial Accounting, Management Accounting, Taxation and Auditing |
| **Secondary Education** |  |  |  |
| Highest Grade | School | Year | Subjects |
| Advanced Level | Nyatsime College | 2005 | Mathematics, Economics, Accounting |
| **Additional Courses** |  |  |  |
| 2016: SAP Academy - Woodmead South Africa - SAP Global Certification -Financial Accounting 2019: University of Pretoria - Module in Advanced Taxation | | | |
| **Computer Skills** |  |  |  |
| Microsoft Word |  | Microsoft Excel |  |
| Microsoft PowerPoint |  | CaseWare |  |
| SAP |  | Sage Pastel |  |
| BDO IDEA |  | Sage One Accounting |  |

**PROFESSIONAL MEMBERSHIPS**

South African Institute of Chartered Accountants **(SAICA)**

Institute of Chartered Accountants of Zimbabwe **(ICAZ)**

**EMPLOYMENT SUMMARY**

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| **Company** | **Position Held** | **Dates Employed** |
| Stangra Investments | Senior Audit Consultant | July 2021 to Current |
| Double M Accountants | Financial Reporting Accountant | Jan 2018 to Jun 2021 |
| TNE Advisory Services | Financial Accountant | Nov 2016 to Dec 2017 |
| BDO Zimbabwe Chartered Accountants | Audit Supervisor | Jan 2014 to Sep 2016 |
| BDO Zimbabwe Chartered Accountants | Trainee Chartered Accountant | Sep 2010 to Dec 2013 |
| BDO Zimbabwe Chartered Accountants | Audit and Finance Attachee | Sep 2008 to Aug 2009 |
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Agriculture Power & Utilities

Consumer & Industrial Goods Broker-Dealers

Government & Public Sectors Insurance

Retail Non-Profit Organizations

Hospitality Mining

Manufacturing

**SECTOR EXPERIENCE**

**EMPLOYMENT DETAILS**

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| **Stangra Investments** | | **Senior Audit Consultant** | **July 2021 to Current** |
| **Nature of Business: Audit, Tax and Advisory** | | | |
| Responsibilities: | | | |
| • | Providing expertise in the performance of audit procedures for high risk, specialized and complex areas | | |
| • | Reviewing and ticking up the draft financial statements and ensuring that they are compliant with the set reporting standards. | | |
| • | Compiling audit plans, drafting engagement and management letters, audit reports and other related documents | | |
| • | Leading, mentoring, and coaching junior team members | | |
| • | Managing and improving public and private entities accounting, monitoring, and reporting system | | |
| • | Fixed assets management and managing accounts payables, accounts receivables, reconciliation of the cash books and working capital management | | |
| • | Income tax review, deferred tax and current tax review and tax allowances reviews | | |
| • | Preparations for audit i.e., audit schedules, working papers’ file and attending to audit queries raised by auditors | | |
| • | Research and resolve accounting issues including evaluation and implementation of new accounting pronouncements to ensure compliance | | |
| • | Maintain and strengthen internal controls over financial reporting | | |
| • | Staff management and supervision | | |
| Reason for leaving: For career growth and development | | | |

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| **Double M Accountants (Pty) Ltd** | | **Financial Reporting Accountant** | **Jan 2018 to June 2021** |
| **Nature of Business: Business Consulting and Services** | | | |
| Responsibilities: | | | |
| • | Preparation of financial statements in compliance with IAS, IFRS and GAAP | |  |
| • | Preparation of management accounts and cash flow forecasts for various clients | | |
| • | Overseeing the continuous improvement of accounting and financial processes to ensure optimal performance  of the finance function | | |
| • | Providing Advisory services to clients on Accounting, Tax and Auditing issues | | |
| • | Reviewing of age analysis reports for both debtors and creditors | | |
| • | Preparation and review of bank, creditors, and payroll reconciliation statements | | |
| • | Analysing financial statements to assess the company performance | | |
| • | Completing statutory returns (VAT 201, EMP 501 and ITR14) | | |
| • | Performing monthly payroll journals  Reason for leaving: Career growth and development | | |
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| **TNE Advisory Services** | | **Financial Accountant** | **Nov 2016 to Dec 2017** |
| **Nature of Business: Business Consulting and Services** | | | |
| Responsibilities: | | | |
| • | Managing and improving public and private entities accounting, monitoring, and reporting systems | | |
| • | Preparation of financial statements in compliance with IFRS, IAS | | And GAAP |
| • | Preparation of GRAP compliant financial statements for municipalities | | |
| • | Ensuring accounting transactions and month end journals are posted in a timely and accurate manner in the accounting system | | |
| • | Reviewing the fixed asset registers including depreciation computations | | |
| • | Preparations for audit i.e. audit schedules and working papers file | | |
| • | Attending to audit queries raised by auditors | |  |
| • | Staff management and supervision | |  |
|  | Reason for leaving: Contract role. | |  |
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| **BDO Zimbabwe Chartered Accountants** | | | **Audit Supervisor** | | **Jan 2014 to Sep 2016** | |
| **Nature of Business: Audit and Advisory** | | | | | | |
| Responsibilities: | | | | | | |
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| • | Supervised external audits for manufacturing, mining, insurance, retail, hospitality, parastatals, non- governmental organisations. | | | | | |
| • | Review of all stages of an audit from pre-engagement activities, planning, execution and completion of an audit process. | | | | | |
| • | Preparation of separate and group financial statements (consolidations) | | | | | |
| • | Preparation and review of current and deferred tax computation | | | |  | |
| • | Advising clients on tax planning issues | | | |  | |
| • | Identifying areas to improve clients internal control systems | | | |  | |
| • | Leading internal and client meetings | | | | | |
| • | Reviewing corporate governance issues of clients and providing appropriate recommendations  Reason for leaving: To obtain experience and exposure in a different environment. | | | | | |
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|  | | **BDO Zimbabwe Chartered Accountants** | | **Trainee Chartered Accountant** | | **Sep 2010 to Dec 2013** |
| • | | Served articles of clerkship (Practical Training of Chartered Accountants) | | | | |
| • | | The core functions as a trainee accountant entails a deep understanding of Legislation, International Accounting Standards, and International Auditing Standards in different types of companies within different types of industries | | | | |
| • | | Obtained experience and exposure in areas such as External audit, internal audit, financial accounting, tax and risk management. | | | | |
|  | | **Audit** | | | | |
| • | | Performing external audit engagements from planning, execution and reporting as the Auditor in  Charge, supervising and directing audit assistants, developing audit budgets, monitoring of audit costs and preparing management letters | | | | |
| • | | Preparation of separate and group financial statements (consolidations) | | | | |
| • | | Assessing the adequacy of internal controls and recommending appropriate strategies to improve internal controls | | | | |
|  | | **Financial Accounting** | | | | |
| • | | Preparation of separate and group financial statements | | | | |
| • | | Posting of financial information from source documents to books of accounts (evaluate the appropriateness of the journal entries) | | | | |
| • | | Involved in the whole accounting process, including reconciling subsidiary ledgers to the general ledger | | | | |
| • | | Preparation of budgets and forecasts for clients | | | | |
|  | | **Taxation** | | | | |
| • | | Tax computations- current and deferred tax | | | | |
| • | | Preparation of tax returns (VAT, PAYE and Income tax) | | | | |
|  | | **Risk Management** | | | | |
| • | | Performance of risk assessment procedures to assess the risks facing organizations and advising on how to avoid or minimize the risks | | | | |
| • | | Reviewing corporate governance issues of clients and providing appropriate recommendations | | | | |
|  | | **BDO Zimbabwe Chartered Accountants** | | **Audit and Finance Attache (Intern)** | | **Sep 2008 to Aug 2009** |
| • | | Performing internal and external audit assignments for various companies | | | | |
| • | | Reviewing bank reconciliations, payroll reconciliations and creditors reconciliations during audit execution | | | | |
| • | | Communicating with audit seniors on the progress on work done | | | | |
| • | | Identifying areas to improve the clients internal control systems | | | | |
| • | | Planning stock takes and ensuring that all stock take procedures are adhered to | | | | |
| • | | Developing and discussing the overall audit approach with the audit senior before audit commencement | | | | |