

RICHARD TWUM BARIMAH, CA

PERSONAL INFORMATION

- **Nationality:** Ghanaian
- **Marital status:** Married
- **Gender:** Male
- **Date of Birth:** 28th August, 1982
- **Profession:** Accountant
- **Religion:** Christian
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Sunyani
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PROFILE

A hardworking and responsible Accounting Professional with broad experience in auditing, compiling and analyzing financial information including monthly and annual accounts. Ensuring that, financial records are maintained in compliance with acceptable policies and procedures to realize the goals of the organization in order to propel it to a standard global recognition. I also possess enthusiasm and versatility with a persuasive manner, which would make me an asset to any organization. I am conversant with IFRS, IAS, ISAs, Income Tax (Amendment) Act, 2016 Act 907, Value Added Tax (Amendment) Act, 2017 Act 948, Ghana Public Financial Management Act, 2016 (Act 921), Procurement (Amendment) Act, 2016 Act 914 and other regulatory requirements.

OBJECTIVE

To develop and discover my vision into pragmatic action, as a performance-oriented official of proper accounting track record.

EDUCATIONAL BACKGROUND

KWAME NKRUMAH UNIVERSITY OF SCIENCE & TECHNOLOGY

(2018 - 2019)

Certificate Obtained: **MSc. Accounting and Finance**

Thesis: Examining Causes of Fraud and Its Mitigation at GCB Bank in Ghana.

**KUMASI POLYTECHNIC (NOW KUMASI TECHNICAL UNIVERSITY)
(2007 – 2010)**

Certificate Obtained: **HND Accountancy**

Dissertation : Cash Management in the Timber Industry; A case study of Fomma Timbers Ltd., Kumasi.

**KUMASI ACADEMY
(2001 – 2003)**

Certificate Obtained: Senior Secondary School Certificate Examination (**SSSCE**)

PROFESSIONAL AFFILIATION/CERTIFICATE

INSTITUTE OF CHARTERED ACCOUTANTS, GHANA (ICAG)
Full Member

CHARTERED INSTITUTE OF PUBLIC FINANCE & ACCOUNTANCY (CIPFA)
Affiliate Member

ACHIEVEMENT

I am an awardee of the Overall best student in Taxation and Fiscal Policy in level three of the May 2018 Institute of Chartered Accountants, Ghana (ICAG) Professional Examination.

I designed suppliers' data base and a platform to enable the Internal Audit Directorate of University of Energy and Natural Resources to keep track of all goods supplied to the University and their payments.

CAREER HISTORY

UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI - (March, 2020 -To Date)

Internal Audit Directorate

POSITION: Assistant Internal Auditor

Duties and Responsibilities:

- Assessment and management of risks to protect the assets of the University.
- Ensuring control management regarding financial reliability and compliance by making sure that directives and regulations are strictly adhered to.



- Prepare and present reports that clearly reflects the audit results.
- Ensure total compliance with regulatory guidelines and internationally accepted auditing standards.
- To assign schedules and provide practical training to newly appointed staff.
- Perform any other duties that may be assigned by the Director of Internal Audit.

FIRST CORPORATE ACCOUNTANTS & CONSULTANTS, SUNYANI - (MARCH, 2019 - PRESENT)

POSITION: Lead Auditor

Duties and Responsibilities:

- Preparation of audit plan.
- Delivers meetings and submits audit report at the end of quarter or year.
- Conducting audits with the team.
- Managing portfolios of clients
- Developing new client relationships to ensure business growth
- Planning and managing audit procedures, ensuring they are completed by the set deadline
- Maintaining up-to-date knowledge about company standards, policies and regulations
- Providing support to ensure timely completion of audit projects, including monitoring turnaround and reviewing audit files

SUNCITY STUDY CENTRE, PARTNERS IN LEARNING (PiL), ICAG, SUNYANI - (MAY, 2018 - PRESENT)

POSITION: Facilitator

Duties and Responsibilities:

- Facilitates Principle of Taxation and Financial Management.
- Compiles slides and notes for my students.
- Conduct periodic mock exams to assess the students' performance.

UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI - (MARCH, 2017 - MARCH, 2020)

Internal Audit Directorate



POSITION: Senior Auditing Assistant

Duties and Responsibilities:

- Develop audit programme to mitigate risks and evaluate regulatory requirements.
- Responsible for auditing monthly payroll.
- Conduct periodic review of asset register.
- Observation, review and reporting on Inventory Taking at the University Stores.
- Monitoring and evaluation of procurement activities.
- Supervise and train National Service Personnel and Internship students assigned to the Internal Audit Directorate.
- Perform any other function assigned by the Internal Auditor.

UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI - (AUGUST, 2012 -JULY, 2017)

Internal Audit Directorate

POSITION: Auditing Assistant

Duties and Responsibilities:

- Conduct periodic review of asset register
- Observation, review and reporting on Inventory Taking at the University Stores.
- Monitoring and evaluation of procurement activities
- Perform any other function assigned by the Internal Auditor.

MY HOPE MICROFINANCE LTD- KUMASI (now defunct) - (JULY, 2012 TO AUGUST 2012)

Internal Audit Section

POSITION: Head of Section

Duties and responsibilities:

- Daily verification of customers' passbooks against their deposits collected by the mobile bankers.
- Daily checking and reporting on compliance of loans processing and repayments procedures.
- Check the daily banking of customers' deposits and loan repayments.



ELECTORAL COMMISSION OF GHANA, KUMASI - (MARCH, 2012 TO MAY, 2012)

POSITION: Biometric Registration Officer (Contract)

Duties and Responsibilities:

- Setting up and organizing registration centers
- Transfer of biometric data to the central data management system of the District Office.
- Ensure regular supply of consumables to the registration center.
- Ensure efficient performance of the registration equipment.

FOREVER LIVING PRODUCTS CO. LTD., KUMASI, - (JAN, 2011 TO FEBRUARY, 2012)

POSITION: Assistant Supervisor and Distributor

Duties and responsibilities:

- Distribution of natural based health products
- Training of distributors
- Organizing health talks and presentations

KWAME NKRUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY (KNUST), KUMASI, (SEPTEMBER, 2010 TO AUGUST, 2011)

Internal Audit Unit

POSITION: National Service Personnel

Duties and Responsibilities:

- Checking and ensuring that cash received are properly recorded and banked intact.
- Checking and ensuring that cash books have been duly entered up to date and all ledger postings have been done as expected.
- Verifying the receipt of goods purchased by the Procurement Department of University.
- Compile and submit weekly reports on work done to my immediate supervisor

BIA DISTRICT HEALTH DIRECTORATE, - (JUNE 2009 TO SEPTEMBER, 2009)



Accounts Department

POSITION: Internship

Duties and responsibilities:

- Daily revenue collection, recording and banking
- Prepare monthly bank reconciliation statement.
- Conduct monthly inventory taking.

KWAME NKURUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY (JUNE, 2008 TO SEPTEMBER, 2008)

Internal Audit Department

POSITION: Internship

Duties and responsibilities:

- Revenue checking
- Vouching of cash books
- Periodic stock taking
- Verification of goods purchased

BOARDS/ COMMITTEES SERVED

1. Member of the Audit Committee of Asunafo South District Health Directorate since 2019.
2. Member of the Audit Committee of Kwatire Polyclinic since 2019.
3. Chairman of the Educations Committee of UENR Credit Union at University of Energy and Natural Resources since March, 2018.
4. Member of China South-South Corporation Project Committee at University of Energy and Natural Resource since 2016
5. Member of UENR Welfare Services Board and the Welfare Officer of UENR Welfare Scheme of the University since 2015.



6. Member of Transport Committee of University of Energy and Natural Resources since March, 2019.
7. Member of the Entity Tender Opening and Evaluation Committee of University of Energy and Natural Resources.
8. Member and the Chairman of the Finance Committee of the Church of Pentecost at Fiapre District and the English Assembly respectively since August, 2015.

COURSES/ WORKSHOP & TRAININGS ATTENDED

1. A five-day training course on International Public Sector Accounting Standards (IPSAS) organized by Ghana Tertiary Education Commission (GTEC) and Pricewaterhousecoopers, (PwC) Business School a Mensvic Hotel, Accra, Ghana.
2. A two-day training in Public Financial Management Act and Regulations organized by Scholarship Secretariat and Redric Consulting at Sunset Hotel, Kumasi, Ghana.
3. A two-day workshop on Internal Audit organized by the Institute of Chartered Accountants (Ghana) at La Palm Royal Beach Hotel, Accra, Ghana.
4. A one-day CPD on overview of Public Procurement Act 2016, Act 914 organized by Sunyani District Society of the Institute of Chartered Accountants (Ghana) at Eubett Hotel, Sunyani, Ghana.
5. A one-day Payroll Management Training organized by KPMG at Holiday Inn Hotel, Accra, Ghana.
6. A three-day Training workshop in IT Auditing organized by the Institute of Internal Auditors (IIA), Ghana at Sunlodge Hotel, Accra.
7. A one-month Financial, Material and Human Resource Management Software (EbizFrame) training at University of Energy and Natural Resources.
8. A three-day Supply Chain Management Audit training organized by KPMG at Fiesta Royale Hotel, Accra



9. A three-day Procurement, Strategic Stores and Inventory Management organized by Ghana Supply Company Ltd at Cleaver House, Accra.
10. Sanitation Education for the University and its Environ organized by University of Energy and Natural Resources, Sunyani
11. A two-day Workshop on Team Building organized by University of Energy and Natural Resources, Sunyani.
12. Three weeks Computerized Accounting Training in Tally ERP9 Accounting Software – By Halaoui & Kan Ghana Ltd.
13. Proficient with Microsoft Word, Excel, and PowerPoint

HOBBIES

Teaching, touring, singing and listening to music

REFEREES

1. **Ms. Rosina Addo Asamoah, CA**
Internal Auditor
University of Energy and Natural Resources
P. O. Box 214
Sunyani
Tel: 020-8273021
2. **Mr. Albert Abdulai Banan**
Director of Finance
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3. **Mr. Alfred Ohenenana Appiah**
Senior Assistant Registrar
Human Resource Division
University of Energy and Natural Resources
P.O. Box 214
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4. **Mr. Ebenezer Koranteng**



Facilitator and Supervisor
Department of Accounting and Finance
KNUST (IDL)
Tel: 0245363676

5. **Dr. Boadu Ayebofo**
Former Head of Department of Accountancy
Kumasi Technical University
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6. **Mr. Daniel Bart Plange**
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