

RICHARD TWUM BARIMAH, CA, CIPFA (Affil)

PERSONAL INFORMATION

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

A hardworking and responsible Accounting Professional with broad experience in auditing, compiling and analyzing financial information. 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 ACCOUNTANTS, GHANA (ICAG)
Full Member

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

ACHIEVEMENT

1. A co-author of a proposal on addressing the problem of staff abandoning their offices after the expiration of their study leave period. (September, 2023).
2. A co-author of a Memorandum on “Revenue Generation through third- party deductions” (September, 2023).
3. A co-author of a Memorandum on “Appointment and Compensation Package for Casual Staff of the University of Energy and Natural Resources” (May, 2023).
4. A co-author of a Memorandum on “Compensation package for contract facilitators- The Case of University of Energy and Natural Resources’ Basic School (UBS)” (April, 2023).
5. A co-author of a journal paper publication on “Financial Literacy, Investment and Savings Behaviour Small and Medium Enterprise Operators in Ghana”. (January, 2023)
(To Link this Article: <http://dx.doi.org/10.6007/IJARAFMS/v13-i1/16303>)
6. A co-author of Internal Audit Charter for the University of Energy and Natural Resources (January, 2021).
7. A co-author of Internal Audit Policies and Procedures Manual for the University of Energy and Natural Resources (November, 2021).
8. A lead author of a memorandum to Management of University of Energy and Natural Resources on the subject “The need to appoint a Qualified Accountant to manage the University Hostels’ Account Section (September, 2021)”.
9. A lead author of a memorandum to Management of University of Energy and Natural Resources on the subject “ The proposed procedure to order for food and beverages at

- the UENR Cafeteria by Schools, Directorates, Departments, Sections, Units and Committees of the University (September, 2021)".
10. A co-author of a memorandum to Management of University of Energy and Natural Resources on the subject "The adoption of single data source for contract administration and vendor evaluation for the University (April, 2021)".
 11. 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.
 12. 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 1, 2022 To Date)

Internal Audit Directorate

POSITION: Internal Auditor (Head of Compliance and Information Technology Audit Section)

Duties and Responsibilities:

1. Required to bring on board, his expertise and skills in the performance of duties through assessing risk and taking the necessary risk management steps to protect assets of the University.
2. Ensure control management regarding financial reliability and compliance by making sure that directions and regulations are strictly adhered to.
3. Prepare and present reports that clearly reflects the audit results.
4. Ensure total compliance with regulatory guidelines and internationally accepted auditing standards in the performance of his duties.
5. It shall be your responsibility to assign schedules and provide practical training to staff in your Section.

UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI - (March, 2020 - March, 2022)

Internal Audit Directorate

POSITION: Assistant Internal Auditor (Ag. Head of Compliance and Information Technology Audit Section)

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.
- Performs monthly payroll pre-auditing.

FIRST CORPORATE ACCOUNTANTS & CONSULTANTS, SUNYANI - (MARCH, 2019 - PRESENT)**POSITION:** Audit Team Member**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 - 2022)**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 NKRUMAH 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 Supervisory Committee of UENR Cooperative Credit Union.
2. Member of Loan, Dividend and Share Policy drafting Committee of UENR Cooperative Credit Union. (April, 2024)
3. Workshop Facilitator on Solar- Powered Irrigation System (SPIS) training for professionals in the area of Finance. A UNEP- funded NDC Action Project under the auspices of the Regional Center for Energy and Environmental Sustainability (RCEES). (February 19 – 12, 2024)
4. Member of Product/Service Development Committee for the UENR Cooperative Credit Union.
5. Member of the Audit Committee of Asunafo North Municipal Assembly, April, 2022.
6. Member of the Contract Management Policy Committee of University of Energy and Natural Resource in August, 2021.
7. Member of the Annual Performance Management and Appraisal Form Review Committee of University of Energy and Natural Resources in June, 2021.

8. Member of the Audit Committee of Asunafo South District Health Directorate since 2019.
9. Member of the Audit Committee of Kwatire Polyclinic since 2019.
10. Chairman of the Educations Committee of UENR Credit Union at University of Energy and Natural Resources since March, 2018.
11. Member of China South-South Corporation Project Committee at University of Energy and Natural Resource since 2016
12. Secretary to Credit Union Select committee, an ad-hoc committee constituted with the mandate to establish modalities for the formation of credit union for staffs of the University in January, 2015.
13. Member of UENR Welfare Services Board and the Welfare Officer of UENR Welfare Scheme of the University since 2015.
14. Member of Transport Committee of University of Energy and Natural Resources since March, 2019.
15. Member of the Entity Tender Opening and Evaluation Committee of University of Energy and Natural Resources.
16. 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. Continuous Professional Development (CPD) on E-Procurement and GHANEPS Prospects and Emerging Challenges organized by the Chartered Institute of Logistics and Transport, Sunyani Section on September 5, 2024.
2. A two-day leadership development training for Deans, Directors, Head of Departments, Centre Heads and Senior Members (Non-Teaching) on contemporary issues in Higher Education, Mentorship and Succession Planning at UENR on September 4 to 5, 2024.
3. A two-day conference on “The 21st Century Administrator: Charting a New Paradigm” organized by Ghana Association of University Administrators (GAUA), UENR Chapter on June 13 to 14, 2024.

4. Continuous Professional Development (CPD) in grant sourcing and writing article for publication organized by Ghana Association of University Administrators (GAUA), UENR Chapter.
5. A three-day Management Retreat under the theme “UENR’s Strategic Plan Vis-à-vis Vice Chancellor’s Vision, Ten Years Through, the way forward”. 21st – 23rd February, 2023.
6. Continuous Professional Development (CPD) on International Public Sector Accounting Standards (IPSAS) on 27th January, 2023.
7. A two-day Accountants’ Conference dubbed “Accountancy and Accountability, Transforming Africa’s Economies” organized by Institute of Chartered Accountants, Ghana on the 25th to 26th May, 2022 at Fantasy Dome, Ghana International Trade Fair Centre, La Accra.
8. A two-day Accountants’ Conference dubbed “Business Continuity and Sustainable Development: The Role of Technology” organized by Institute of Chartered Accountants, Ghana on the 26th to 27th May, 2021 at Calvary Charismatic Centre, Kumasi.
9. A five-day training course on International Public Sector Accounting Standards (IPSAS) organized by Ghana Tertiary Education Commission (GTEC) and Pricewaterhousecoopers, (PwC) Business School, from 18th to 22nd January, 2021 at Mensvic Hotel, Accra, Ghana.
10. A two-day training in Public Financial Management Act and Regulations organized by Scholarship Secretariat and Redric Consulting, on 24th to 25th September, 2020 at Sunset Hotel, Kumasi, Ghana.
11. A two-day Ghana Annual Internal Audit & Governance Conference organized by The Institute of Internal Auditors- Ghana on the April 10 & 11, 2019 at Accra International Conference Centre, Ghana.
12. A two-day workshop on Internal Audit organized by the Institute of Chartered Accountants (Ghana) on the 13th to 14th November, 2019 at La Palm Royal Beach Hotel, Accra, Ghana.
13. 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) on the 29th August, 2019 at Eubett Hotel, Sunyani, Ghana.
14. A one-day Payroll Management Training organized by KPMG on the 3rd April, 2019 at Holiday Inn Hotel, Accra, Ghana.

15. A three-day Training workshop in IT Auditing organized by the Institute of Internal Auditors (IIA), Ghana on the 7th to 9th November, 2018 at Sunlodge Hotel, Accra.
16. A two days induction course organized by Institute of Chartered Accountants, Ghana on the 4th to 5th October, 2018 at La Palm Royal Beach Hotel, Accra, Ghana.
17. A one-month Financial, Material and Human Resource Management Software (EbizFrame) training at University of Energy and Natural Resources.
18. A three-day Supply Chain Management Audit training organized by KPMG on the 2nd to 4th May, 2017 at Fiesta Royale Hotel, Accra
19. A three-day Procurement, Strategic Stores and Inventory Management organized by Ghana Supply Company Ltd on the 8th to 10th March, 2016 at Cleaver House, Accra.
20. Sanitation Education for the University and its Environ organized by University of Energy and Natural Resources, Sunyani on 18th January, 2013
21. A two-day Workshop on Team Building organized by University of Energy and Natural Resources, Sunyani on the 10th to 11th October, 2012
22. Three weeks Computerized Accounting Training in Tally ERP9 Accounting Software – By Halaoui & Kan Ghana Ltd.
23. Proficient with Microsoft Word, Excel, and PowerPoint

HOBBIES

Teaching, touring, singing and listening to music

REFEREES

1. **Mr. Kodwo Boakye Egyin, CA**
Ag. Director of Internal Auditor
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P. O. Box 214
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Tel: 020-8193262
2. **Mr. Albert Abdulai Banan**
Director of Finance
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3. Ms. Yvonne Claire Dumenu

Assistant Registrar
Ag. Human Resource Division
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4. Mr. Ebenezer Koranteng

Facilitator and Supervisor
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5. Dr. Boadu Ayebofo

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6. Mr. Daniel Bart Plange

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