

CAREER SUMMARY

Matilda Nzomi

EDUCATION:

- From 2000 to 2003: University of Johannesburg– Masters in Finance
- From 1994 to 1998 Cape Town University - Finance and Accountancy – BA in Finance.

EMPLOYMENT History

Feb 2012 to present:

- * Organization: Guaranty Trust Bank
- * Title: Finance and Accounting Manager
- * Report to: Regional Director of Finance
- * Brief description of the organization:

Guaranty Trust Bank plc is a foremost Nigerian financial institution with vast business outlays spanning Anglophone/Francophone, West Africa, East Africa and the United Kingdom. It presently has an Asset Base of over two Trillion Naira, shareholder funds of over 200 Billion Naira and employs more than 10,000 people.

* Main duties:

- Preparing and ascertaining the integrity and reliability of financial reports and other information provided to management and stakeholders, including that used in decision making, providing analysis and narrative on performance compared to business plan
- Liaising with external auditors in the audit process.
- Ascertaining that systems of control are laid down and operate to promote the efficient and effective use of resources and safeguard assets.
- Participating in the formulation of management and financial policies and procedures such as Contractors monitoring procedure, Payment procedures, Purchasing procedure ; Developing ISO procedures to apply for the Organization as well as all Projects managed by Organization.
- Co-ordinating with other regions , compiling and preparing annual/quarterly financial plan and cash flow forecast - Reviewing performance against scorecard targets and report variance to BOM; Analyzing, interpreting and

presenting reports to BOD on the current and likely future performance of the organization.

- Cooperating with International/ foreign partners and contractors on the implementation of the Projects managed by the Organization. Planning, contributing to, appraising and monitoring major projects
- Supporting the Director to negotiate all the Agreements/ Contracts/MOU with foreign contractors/ suppliers during implementing the Projects.
- Other tasks required by the Regional Director of Finance

From May 2009 to Jan 2012:

- * Organization: Shoprite
- * Title: Finance and Accounting Manager
- * Report to: Financial Controller
- * Brief description of the organization:

The brand is one of the leaders in South African food retailing and is according to market research the brand of choice of the highest percentage of South African consumers. It started life as a small chain of supermarkets in 1979. It now boasts some 309 stores and across 16 African countries it has a further 71 stores.

Main duties:

- Preparing, reviewing the integrity and liability of the financial reports and other financial information before submitting to the Company Board of Directors and shareholders.
- Reviewing the periodical tax reports and liaise with the Tax Offices during periodical tax finalization.
- Liaising with external auditors during year end audits.
- Developing the internal control system of the Company to make sure the Company assets and resource are managed efficiently.
- Making plan of capital mobilization and capital allocation to the Company projects.
- financial business partnering with department business unit heads to develop the financial plan and budget forecast for their divisions.
- Analyzing the periodical financial reports, compare the actual performance and the company plan to have the overall picture of the Company's business, supporting the financial controller in production of management information, performance analysis and forecasting.

From Jan 2003 to April 2009

* Job title: Finance Assistant promoted to Financial Business Partner

* Company: Castle

* Reporting to: Head of Finance

* Brief description of the organization

Founded in 1895 as Castle Breweries to serve a growing market of miners and prospectors in and around Johannesburg. It is now known as South African Breweries or informally as SAB. The company is headquartered in Johannesburg, South Africa and is a wholly owned subsidiary of SABMiller. It is the dominant brewing company in South Africa, with a market share of around 89 percent.

* Main duties

- Coordinating and monitoring all core business financial processes, paying suppliers, managing purchase ledger,
- Reviewing monthly reporting from Country Office and prepare/review variance analysis.
- Monthly and Quarterly financial to the Board of Management.
- Assisting in production and preparing of annual and long-term business plans/ forecasts.
- Providing periodical finance management training to business unit heads.
- Preparing, presenting and explaining annual financial reports, statements to Board of Management.
- Making variance analysis and recommendations to improve efficiencies or cost controls.
- Creating, overseeing, monitoring and improving financial control procedures of the Organization.
- Liaising with auditors to ensure timely completion of audits to meet requirements and deadlines of the Donors.
- Liaising with Tax Authorities regarding VAT reimbursement.