

CURRICULUM VITAE

A. GENERAL INFORMATION

1. Name:	Dauda Akanni BELLO
2. Place and Date of Birth:	Iwo, 6 th April, 1976
3. Gender:	Male
4. Nationality:	Nigerian
5. State of Origin:	Iwo
6. Local Government:	Iwo
7. Marital Status:	Married.
8. Number of children and their ages:	Three Children: Royyan Bello (15) , Roqeeb Bello (13) and Roes Bello (5).
9. Name and Relationship of next of kin:	Mrs. Bello Temilade Basirat, Wife.
10. Permanent Home Address:	No. 1, Block A, Elapop Housing Estate, Omu, Along Uniosun Main Gate Road, Osogbo, Osun State
11. E-mail address-	bellohood12@yahoo.com , dauda.bello@uniosun.edu.ng
12. Cell Phone numbers-	+2348062074302
13. Department:	Bursary
14. Unit:	Budget & Planning
15. Position on First Appointment:	Principal Accountant
16. Current Position/Present Salary:	Principal Accountant (CONUNASS 11/4)
17. Date of Present Appointment/Position:	2 November, 2020
18. Is your appointment confirmed?	Yes
19. If No, why Not?:	Not Applicable
20. Date of Confirmation of Appointment:	4 May, 2023

B. EDUCATIONAL BACKGROUND.

1. Educational institutions attended with dates

i. Ambrose Alli University, Ekpoma, Nigeria	2003 – 2007
ii. The Polytechnic, Ibadan, Nigeria	1999 – 2001
iii. The Federal Polytechnic, Ede	1995 – 1997

2. Academic and Professional Qualifications with dates/ Issuing Authority

i. Associate Member, Institute of Chartered Accountants of Nigeria (ICAN)	2008
ii. Bachelor of Science, Accounting, (Second Class Lower) Ambrose University	2007
iii. Higher National Diploma, Accountancy, (Lower Credit) The Polytechnic, Ibadan	2001
iv. National Diploma, Financial Studies, (Lower Credit) Federal Polytechnic, Ede	1997
v. West African Examinations Council Senior School Certificate	1995

C. WORK EXPERIENCE OUTSIDE THE UNIVERSITY SYSTEM

1. Chi Ltd. Ajao Estate, Lagos.

February, 2009 to August, 2010

Position: Assistant Manager, Audit

Responsibilities:

- i. Internal audit of branches and Centres
- ii. Carrying out of retail outlet monthly auditing and reporting.
- iii. Carrying out of review of internal control procedures and policies.
- iv. Ensuring that the company complied with ISO 9001.
- v. Carrying out of monthly and yearly stock count and reporting.
- vi. Carrying out of internal audit assignments and reporting.
- vii. Supervision of daily fuel verification and reporting.
- viii. Fixed assets verification and reporting.
- ix. Verification of company's vehicles on yearly basis and reporting.

2. Assistant Accountant; Unique Ambassadors Tutors Ltd,
Bukuru bye-pass, Jos.

January, 2002 to January, 2003

Responsibilities:

- i. Assisting the accountant in the area of bank reconciliation.
- ii. Collection of students' fees, and
- iii. Supervision of Centre's examinations.

D. WORK EXPERIENCE IN OTHER UNIVERSITIES

1. **Senior Accountant I, Expenditure Control Unit, Bursary Department,**
University of Ibadan.

May 14, 2018 – 31 Oct, 2020

Responsibilities:

Checking and Approving of payment vouchers

- i. Approving payment vouchers on ADMON Bursary
- ii. Treating Cash Advance forms for payment
- iii. Generating status report when the need arises
- iv. Assisting Head of Unit in other activities
- v. Any other duties as may be directed by the Head

2. **Accountant I ; Centre for Sustainable Development,**
University of Ibadan.

September, 2010 to May 10, 2018

Responsibilities:

- i. Preparing, examining, and analysing accounting records, financial statements, and other financial reports to assess accuracy, completeness, and conformity to reporting and procedural policies and standards.
- ii. Amonitoring, dispensing and preparation of Annual conferences and other seminal accounts and financial reports for management.
- iii. Analysing business operations, trends, costs, revenues, financial commitments, and obligations, to project future revenues.
- iv. Reporting to management regarding the finances of the establishment.
- v. Establishing tables of accounts, and assigning entries to proper accounts.
- vi. Developing, maintaining, and analysing budgets, preparing periodic reports that compare budgeted costs to actual costs.
- vii. Submission of proposed annual budget for the year for consolidation.
- viii. Ensuring accurate filing systems.
- ix. Performing any other duties as may be assigned by the Director.

**3. Executive Officer (Finance office) Postgraduate School,
University of Ibadan.**

May, 2008 to February, 2009

Responsibilities:

- i. Generating on-line reports for management.
- ii. Coding of expense and income vouchers for posting to Peachtree chart of accounts.
- iii. Posting of expenses and income of the School to Peachtree chart of accounts.
- iv. Supervising the proper filing of financial documents.
- v. Reconciliation of students' payment with bank statements.
- vi. Preparation of Postgraduate School trial balance for consolidation.
- vii. Classification of fees and tuition for sharing.

E. WORK EXPERIENCE IN OSUN STATE UNIVERSITY

1. Chief Accountant, Head, Budget & Planning Unit and AdmonERP System Administrator, Bursary Dept.

7th Mar & 27th Nov, 2023 – To date

Responsibilities:

- i. Preparation and submission of annual Budget, and quarterly reports to State Government ministries and agencies
- ii. Approve posting to Asset Register
- iii. Generating status report for management use
- iv. Representing the Unit at the Bursary Management Meeting
- v. Basic server and Network maintenance
- vi. AdmonERP Administration
- vii. Disaster prevention and recovery
- viii. Any other duties as may be directed by the Bursar

2. Principal Accountant, Head, Budget & Expenditure Unit, Bursary Dept. 9th Feb–27th Nov, 2024

Responsibilities:

- i. Preparation and submission of annual and quarterly reports to government ministries and agencies
- ii. Approving of payment vouchers
- iii. Preparation of quarterly reports to State Government ministries and agencies
- iv. Generating status report for management use
- v. Representing the Unit at the Bursary Management Meeting
- vi. Any other duties as may be directed by the Bursar

3. Principal Accountant, Budget and Expenditure Unit, Bursary Dept 2nd Nov, 2020 – 9th Feb, 2023

Responsibilities:

- i. Preparation and submission of annual and quarterly reports to government ministries and agencies
- ii. Checking of payment vouchers
- iii. Generating status report when the need arises
- iv. Assisting Head of the Unit in approving payment vouchers
- v. Assisting Head of Unit in other activities
- vi. Any other duties as may be directed by the Head

F. MEMBERSHIP OF PROFESSIONAL BODIES

- i. Associate Member, Institute of Chartered Accountant of Nigeria (ICAN) 2008

G. SERVICE

1. Universities:

- i. Member of Implementation Committee for the computerization of Bursary and Audit Departments' operations in 2020/2021, Osun State University
- ii. Member of Bursary Adhoc Strategic Plan Committee on the review of the implementation of strategic plan (2017 – 2036), Osun State University.
- iii. Team member to put in place a system that would facilitate quick presentation of report to management with the use of customised excel at Postgraduate School, University of Ibadan.
- iv. Member of Bursary Sub-Committee on the review of career structure for Bursary Department, Osun State University

2. Community:

- i. Treasurer, UCH (IB) Ibadullahi Muslim Cooperative Investment and Credit Society 2010 – 2014
- ii. Chairman, Loan & Business Committee, UCH (IB) Ibadullahi Muslim Cooperative Investment and Credit Society, 2014 – 2016

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| iii. | Vice Chairman, Finance, Loan Committee, UCH (IB) Ibadullahi Muslim
Cooperative Investment and Credit Society | 2018 – 2019 |
| iv. | Trade, Investment and Debt Recovery Chairman, Al-Buraq
Cooperative Society, Ojoo, Ibadan | 2021 – 2024 |

3. Professional Body

- i. Secretary, ICAN Chapter UNIOSUN
- ii. Invigilator, ICAN Examinations

H. WORKSHOP/SEMINAR/CONFERENCES/TRAINING ATTENDED

- 1) 54th Annual Accountants' Conference of Institute of Chartered Accountants of Nigeria (ICAN) held between 7th and 11th October, 2024 in Abuja themed "Governance Reimagined, Mapping the future"
- 2) AdmonERP – Super Users Training held between November 21 – 23, 2023
- 3) In-House Training facilitated by Adrac Professional Services Consulting, themed "International Public Sector Accounting Standards (IPSAS): Adoption and Implementation 12 -13 April, 2023
- 4) AdmonERP – System Administration Proficiency Course held between March 21 – 23, 2023
- 5) National Conference of Institute of Chartered Accountants of Nigeria (ICAN) held between October 10 – 14, 2022 themed "Nigeria: Adopting Sustainability for Economic Prosperity".
- 6) National Conference of Institute of Chartered Accountants of Nigeria (ICAN) held between October 1 – 5, 2018 themed "Contemporary Issues in Digital Economy, SMPs & SMEs: Reviving the Economy to Action".
- 7) Mandatory Continuing Professional Education (MCPE) seminar on Agriculture held between 4 -5 July, 2018.
- 8) Mandatory Continuing Professional Education (MCPE) seminar on Accountancy, Audit held between 13 -14 December, 2017.
- 9) Mandatory Continuing Professional Education (MCPE) seminar on Accountancy, Audit and Insolvency held between 12 -13 July, 2017.
- 10) Mandatory Continuing Professional Education (MCPE) seminar on Accountancy, Audit and Insolvency held between 14 -15 December, 2016.
- 11) Mandatory Continuing Professional Education (MCPE) seminar on Accountancy, Audit and Insolvency held between 27-28 July, 2016.
- 12) Mandatory Continuing Professional Education (MCPE) seminar on Public Sector Accounting in June, 2013
- 13) Mandatory Continuing Professional Education (MCPE) seminar on Public Sector Accounting in December, 2013
- 14) Global Classroom course on Integrated Approaches to Sustainable Development Practice, an on-line teleconferencing course run jointly by Columbia University, New York and 11 other University across the globe including University of Ibadan, 2012.
- 15) Mentoring and Succession planning organized by Leadership and Governance Programme, Centre for Sustainable Development held during 28 – 30 June, 2011.
- 16) Staff Training and Orientation Course organised by Centre for Sustainable Development in collaboration with Centre for Social Orientation (CenSo) University of Ibadan 2013.
- 17) 6th Annual Ibadan Sustainable Development Summit (ISDS) 2015.
- 18) 7th Annual Ibadan Sustainable Development Summit (ISDS) 2016 theme: Making the Sustainable Development Goals (SDGs) work for People in Africa 21 – 26 August, 2016.
- 19) 8th Annual Ibadan Sustainable Development Summit (ISDS) 2017 Theme: Challenges and Prospects of Attaining the Sustainable Development Goals (SDGs) within Planetary Boundaries 22 – 25 August, 2017.

20) Short Course on Use of Participatory Tools in Development Practice 1 – 2 August, 2017

I. EXTRA CURRICULAR ACTIVITIES

Writing, Reading, footballing, draft game and site seeing

J. ANY OTHER RELEVANT INFORMATION

1. Short Course on Integrated Approaches to Sustainable Development Practice 4 December, 2012
2. Proficient in use of:
 - i. Microsoft Word
 - ii. Microsoft Excel
 - iii. Microsoft Power Point
 - iv. Navision Financial (2.5. & 5.0)
 - v. Peachtree Accounting
 - vi. ADMON Professional (ERP)
 - vii. Microsoft Outlook
3. Honours, Awards and Distinctions
 - i. Centre for Sustainable Development Meritorious Award 2010- 2018

NAME: Dauda Akanni BELLO

SIGNATURE:

DATE: 16/10/2024