

# Abel Negash

## Senior Finance Officer

### Contact

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With over of a decade of experience establishing best accounting at Governmental and Non-Governmental organization. I have learned the value of proactively identifying and removing roadblocks to allow accounting to scale with the multi task company. Motivated to continue this work at any organization that I will join for Financial works.

### Contact

*Masters of Business Administration*  
*Arsi University*  
*July 2016*

*BA in Accounting*  
*Rift Valley University*  
*August 2007*

**Date of Birth = 02/28/1987**

### Skill

- Proficient in Microsoft Office (Especially Excel, I am super excel user)

*Fluent in English (Written, Listening, Writing and Speaking)*

### Certificate

- Peachtree Accounting  
Excel and Sage 50 trainer Certificate

### Language

**Amharic**=Reading +Writing  
+Listening+ Speaking

**Oromigna** =Reading +Writing  
+Listening+ Speaking(little)

**English**=Reading +Writing  
+Listening+ Speaking

## Work Experience

### WVE North Crisis Emergency Response Finance Officer HO-April 01, 2022 till now

- I managed multi billion budget (especially Grant funds of GAC, BHA, JPF, Hilton, SWAN, UNFPA @ Afar Emergency Response HUB Under the capacity of Senior Finance Officer
- I created Hold file on Sun 6, and extract different financial reports from Sun 6
- Matching Emergency Funds and budget review (UNFPA, WFG-GFD, WFP-TSFP, UNOBS, JPF, JEOP, Global Alliance, UNCHR, OCHA, BHA1 & BHA 2, USAID
- Prepare Source and Uses of Funds
- Facilitate Supply Chain for Emergency Response
- Recording and posting financial transactions on sun systems
- Review payment requisition on provision procurement system, Review payment's
- Provide donor requirement emergency response financial reports

### Finance Officer- World Vision Ethiopia Wonchi AP December 20, 2021 till March 31 2022

- Prepared Budget, Budget Follow-up, preparation of Variance explanation for budget over and under utilization
- Recorded Accounting transactions, posting, summarizing and producing different accounting reports and Financial reports
- Reviewed and prepare documents for different types of

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Audits like internals, externals, Donor requirement audits

- Recorded Cook stove and Wash Grants Financial Activities based on Each Cost Center
- Kept the financial policy, procedures of donors, government and stakeholders
- Scheduling to meets any deadlines and to do my activities with high quality
- Provided Fund Utilization Report and Review as per the donor requirements
- Prepared and Submitted Cash request
- Submitted different types of reports like financial Report to Head office, etc

**Senior Finance Advisor- EPSA Adama Branch  
June 2016-December 6,2021**

- Prepared Budget, Budget Follow-up, preparation of Variance explanation for budget over and under utilization
  - Recorded Accounting transactions, posting, summarizing and producing different accounting reports and Financial reports
  - Reviewed and prepare documents for different types of Audits like internals, externals, Donor requirement audits
  - Capacitated Finance teams by providing different types of Accounting and basic computer trainings
  - Kept the financial policy, procedures of donors, government and stakeholders
  - Scheduling to meets any deadlines and to do my activities with high quality
  - Advised the Firm on How to build and strengthen the internal Control
  - Provided Fund Utilization Report and Review as per the donor requirements
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- Assist the Finance Team to shift from Manual work into Computer Based Accounting Software
- Submitted different types of reports like financial Report to Home office, etc
- Lead a team of 12 Finance officers, Providing mentorships

***Finance Officer-World Vision Ethiopia, Sibusire Woreda***

**April 2012-Oct 2015**

- Involved on purchase committees as per the additional assignments of the organization
- Prepared aging analysis of any payable and receivables like staff business advances, staff per diem advances, tax payables
- Managed both Cash at bank and cash on hand by reconciling the book ledger balance and the bank statements
- Managed Accounting activities to ensure compliance with accounting principles, policies and external audits
- Facilitated Fund Request, Budget Preparation, Reviewing Transaction
- Launched Internal Control, Extracting Financial Report from Sun System
- Developed and Generated Financial Report
- Submitted the Report to Immediate supervisor
- Lead a team of 1 Accountant, 1 Cashier and 1 Officer Girl

***Accountant-World Vision Ethiopia, Jarso, Sibusire***

**Woreda-Feb 2009-Mar 2012**

- Process and Recording Accounting Transaction
- Store Controlling
- Taken corrective actions for audit opinions and rectify each comments of both internal and external audits
- Provided source and uses of funds based on the requirement of donors by keeping deadlines

- Developed Financial monitoring tools, templates to simplify the works of finance
- Cleared any government related tax issues like income tax, withholding tax, pension tax and cost sharing's
- Develop and executed internal control to approve accuracy and reduce error, miss uses of resource and theft
- Prepared Financial Report
- Facilitated Fund Request

***Customer Service Officer, United Bank Share Co., Addis Ababa-April 2008-Feb 2009***

- Processed and Recorded Import/Export transactions, Posting transaction on General Ledger
- Recorded Adjusting and Reversal entries of Import and export transactions
- Prepared and submitted Financial Report
- Submitted the Report to the Import/Export Manager

***Accountant- EEPCo, Addis Ababa***

***Nov 2007 – Mar 2008***

- Recorded Transaction, Posting transaction on General Ledger
- Recorded Adjusting and Reversal entries
- Summarized and Generating Financial Report
- Reported the overall activities to the concerned bodies

<i>S/N</i>	<i>Name</i>	<i>Position</i>	<i>Organization</i>	<i>Email</i>	<i>Telephone</i>
1	<i>Tesfaye Shimelis</i>	<i>Afar Hub Lead</i>	<i>World Vision</i>	Tesfaye_Shimelis@wvi.org	+251931149541
2	<i>Abebe Bekele</i>	<i>Finance Manager</i>	<i>World Vision</i>	Abebe_Bekele@wvi.org	+251 911 752455
3	<i>Yared Delelegn</i>	<i>TA(ACCA)</i>	UNOPS @ EPSA	yared199@yahoo.com	+251 911 456955