

CURRICULUM VITAE

Personal Information

Name: Diriba Garoma Aga
Year of birth: January 2, 1989
Place of birth: Western wollega
Sex: Male
Marital status: Single
Nationality: Ethiopia
Address: +251933-88-6429/939-10-6443

Educational Background

Level of education	Period	Institution	Earned Certificate	Address
Elementary school	1997-2005	Ambo kemi	Certificate	West wollega
Secondary and preparatory school	2005-2008	Nejo	Certificate	West wollega
University	2008-2011	Addis Ababa University	BA	Addis Ababa
University	2017-2020	Ethiopian Civil Service University	MSC	Addis Ababa
University	2022-2022	Corporate Finance Institute	FMVA Certified	Canada

Qualification

- I graduated BA degree in accounting from Addis Ababa University school of commerce
- I graduated master of sciences (MSc) in Accounting and Finance from Ethiopian Civil Service University
- I Certified Financial Modeling and Valuation Analysis (FMVA) or FA from Corporate Finance Institute.
- I training finance audit from ministry of finance and economic development of Ethiopia
- I training Internal Audit 240 hours from ministry of finance and economic development of Ethiopia
- I good knowledge of Peachtree software, IFRS, SAP, ERP, IBEX, IFMIS and Core Banking system
- I training Cost benefit analysis From LIFT and Association of Ethiopian Microfinance Institution
- I training Financial Management From Ethiopian Financial Institute studies and National Bank Of Ethiopia

Personal skills and competence					
Mother tongue- Afan Oromo					
Other language	Understanding		Speaking	Writing	
	Listening	Reading	Spoken Interaction	Spoken Production	
AfanOromo	Excellent	Excellent	Excellent	Excellent	
English	Excellent	Excellent	Excellent	Excellent	
Amharic	Excellent	Excellent	Excellent	Excellent	

Work experience

Include all experience, start with your present or most recent work experience .when describing words, my specific duties/responsibilities and accomplishment. Go into as much detail as possible for work experience relates to the advertised position

Total experiences

- From December 20,2011 to October 10,2014 on position **accountants** and other **administrative activities**
- From October 10,2014 to November 1,2016 on position **finance Auditing**
- From November 1,2016 up November9,2018 on position **finance auditing team leader**
- From November 10, 2018 up to September 5/2020 **finance audit coordinator**
- From September 14, 2020 up to present **Senior Accountant**

Main duties /responsibilities and accomplishments according to job categories

As Auditors positions

- Investigating financial documents to related to all finance activities and budgeting such doing according to finance administrative guidance
- Giving consultancy for employees depending on rules, regulation and procedures
- Preparing audit reports, prove and assurance finance documents.
- Overseeing the process of audits, making recommendations on policies, and ensuring that the organization fulfills international and governmental obligations of compliance.
- Planning and performing operational and financial audits
- Identifying business process risks
- Developing testing methodologies to evaluate the adequacy of controls
- Developing recommendations and reports based on audits and presenting these ideas to senior management

- Formulating professional development and educational plans for junior staff members
- Planning and allocating resources and individuals in accordance with skills and schedules

As Finance Department position

- Preparing bank reconciliation
- Prepare Planning and budgeting
- Cost benefit analysis and financial analysis each of quarterly
- Managing Funds and grants source from donors
- Preparing payroll, CPOs, Cheques , transfer letters
- Prepare financial statements and reports to owners or donors.
- Support budget and financial management
- Prepare and follows financial Grants from Different donors
- Prepare financial statements and reported to managements
- Reconciling sub-ledger to general ledger account balances.
- Assessing internal controls, including risk assessments and reviews of risk areas.
- Performing monthly balance sheet, income statement and changes in financial position/budget variance analyses.

Social skills and competence

- Very good Personal Composure and inter-personal Communication Skill ;
- Experience in Cross-cultural Working groups ;
- Strong commitment to Society ;
- Tolerant and Respectful; and
- Large experience in finance works;
- Ability to work with Teams in Multi-cultural settings;
- Strong Negotiation and Decision making skills;
- Ability to work in a demanding and Challenging Environment

Personal Reference					
Name		Occupation	Address	Name of organizations working	Address
Gidi Diro		Finance manager	0911261015	Eshet Microfinance SC	Addis Ababa
Tigist Hunduma		Audit manager	0913132254	Ethiopia Federal Police	Addis Ababa
GirumAbera		Audit division	0910534613	Ethiopian Federal Police	Addis Ababa

