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Ph.D., LLM, MBA, FCCA, CAT

Summary Of Strengths

A highly skilled scholar-practitioner with over 15 years experience in teaching and practicing in accounting, finance, and management related disciplines. As a teacher, I had five year's experience of teaching over 200 students in various institutions of accountancy studies in Ghana. As a practitioner, I had over 10 year's post qualification experience in audit, financial management, corporate reporting, and management accounting. These practical experiences stemmed from a three-year post-qualification practice with a firm of chartered accountants as well as a seven-year involvement with a \$32 million African Development Bank (AfDB) funded project aimed at rural poverty reduction and livelihood improvement in the Afram Plains' Districts of Ghana. I am extremely goal orientated scholar-practitioner and have great organisational and interpersonal skills.

Education

- | | |
|-------------|---|
| 2011 - 2015 | Doctor of Philosophy (Ph.D.) in Financial Management
<i>Walden University</i>
My Ph.D. dissertation was titled "Valuations, pricing, and performance of Initial Public Offerings on the Ghana Stock Exchange" |
| 2010 - 2013 | Master of Laws (LLM) in International Finance and Banking Law
<i>University of Liverpool</i>
My LLM dissertation was titled "Ghana's Anti-Money Laundering and Counter-Terrorism Framework: How Compliant are the Actors in Ghana's Financial Services Sector?" |
| 2006 - 2009 | Master of Business Administration (M.B.A.) in Finance
<i>Ghana Institute of Management and Public Administration</i>
My MBA Dissertation was titled "The Choice of Performance Measures of Organizations in Ghana: A Case Study of Aluworks Ltd" |
| 2002 - 2004 | Fellow, Chartered Certified Accountant (FCCA)
<i>Association of Certified Chartered Accountants (ACCA), UK</i>
I became an Affiliate in 2004 and a Fellow of the Association in 2008 |
| 2000 - 2001 | Certified Accounting Technician (CAT)
<i>Association of Certified Chartered Accountants (ACCA), UK</i>
I graduated as an accounting technician in 2001 |

Professional Experience

Sep 2014 - present

Chief Accountant

Controller and Accountant General's Department

Yet to be reassigned! after a successful seven-year posting to the Ministry of Food and Agriculture

Apr 2007 - Aug 2014

Project Accountant

Afram Plains District Agricultural Development Project (APDADP)

As the Project Accountant, I was responsible for:

- i. The establishment of the accounting and internal control systems of the project meant to ensure that each member of Project Co-ordination and Management Unit (PCMU) is aware of the control environment within which the Project is operating.
- ii. Maintaining all accounting records in a form that is appropriate and acceptable to the African Development Bank (AfDB) Group as the funding agency and the Government of Ghana as the counterpart financier.
- iii. Maintaining all accounting records in a form that is appropriate for regular auditing, which is an important requirement for continues release of funds by the Bank (i.e. AfDB). Audits for the accounting periods 2007, 2008, 2009, 2010, 2011, and 2012 has been successfully completed and submitted to the bank and a 'No Objection' received for all of them.
- iv. The drafting of individual units Annual Work Plan & Budget (AWP&B) in conjunction with the other members of the PCMU and solely responsible for its consolidation into an Overall Project Annual Work Plan & Budget (AWP&B).
- v. Following-up on issues arising from the implementation of the Overall Project Annual Work Plan & Budget (AWP&B).
- vi. The preparation of withdrawal applications and justification of expenditures needed for the replenishment of the Project Revolving Fund Account (called the Special Account) by the Bank.
- vii. The preparation of direct payment requests meant for a direct disbursement by the Bank to the suppliers, contractors and consultants to the Project.
- viii. The preparation and establishment of Letters of Credit for suppliers and contractors were necessary. ix. Installation and operationalization of Sun Accounting Software as part of the Information Management System of Project.

Jan 2004 - Mar 2007

Senior Audit Manager

Asafu-Adjaye & Partners

As the manager responsible for the statutory audit of various clients, I was responsible for:

- i. Planning: the timing and staffing of the audits together with arrangements for attendance at stock takes and requests to third parties for confirmations. Also I was responsible for preparing the planning memorandum and confirming the audit approach in the memorandum with the audit partner as well as briefing the audit staff.
- ii. During the Audits: I monitored the progress of each audit to ensure that the effect of deviations from the planned timetable are minimized.

iii. Review: I was responsible for carrying out a formal and comprehensive review of the audit work done to ensure that a conclusive opinion can be formed on the financial statements in question.

iv. Drafting financial statements and management letter: I was responsible for the drafting of financial statements and management letter for the review by the partner for presentation to client management.

v. Staff Appraisal: In respect of those members of the audit team I was responsible for completing an assessment form. This assessment form is part of the firm's arrangements designed to ensure that all employees involved in an audit work are and continue to be competent in the conduct of the audits for which they are responsible or employed.

2005 - 2007

Adjunct Instructor in Accounting and Finance

Taught intermediate and final courses in accounting and finance including:

- Strategic Business Planning and Development
- Advance Corporate Reporting
- Strategic Financial Management

2003 - 2005

Adjunct Instructor in Accounting & Finance

Center for Business Studies (CBS)

Taught intermediate and final courses in accounting and finance including:

- Financial Information for Management
- Financial Management and Control
- Audit and Assurance Services

Professional Training And Academic Conferences

2014

Ph.D. Academic Residency 4

Attended a Ph.D. Residency in London, UK. I was exposed to such research skills as:

- Best Practices in Presenting Research 1;
- Best Practices in Presenting Research 2;
- Best Practices in Presenting Research 3;
- Social Change; and
- Completing the Dissertation: American Psychological Association (APA) Style Considerations;

2013

Ph.D. Academic Residency 3

Walden University

Attended a Ph.D. Residency in Barcelona, Spain which exposed me to such research skills as:

- Research Design Methods and Methodology;
- Pragmatic Aspects of Research;

- Building the Prospectus;
- Principles of Instrument Development;
- Qualitative Research Methods;
- Multiple Regression;
- Using Secondary Data in Research;
- Logistic Regression; and
- Dissertation Writing Guidance: The Dissertation Rubric and the Dissertation Writing Template;

2013

Ph.D. Academic Residency 2

Walden University

Attended a Ph.D. Residency in Paris, France which exposed me to such research skills as:

- Skills for Doctoral Research 1: Translating Research Ideas Into Research Questions;
- Skills for Doctoral Research 2: Connecting Research Questions to Research Methodology;
- Skills for Doctoral Research 3: Literature Critique;
- Advance Library Skills for Doctoral Research;
- Synthesizing Literature;
- Keys to Successful Library Research; and
- Literature Review from the Perspectives of Library and Writing.

2012

Ph.D. Academic Residency 1

Walden University

Attended a Ph.D. Residency in Madrid, Spain. I was exposed to such research skills as:

- Practicing Doctoral Scholarship;
- Key Skills to Successful Library Search
- Introduction to American Psychological Association (APA) Style References;
- Writing at Doctoral Level;
- Introduction to Scholarly Research; and
- Literature Review from the Perspectives of Library Writing;

2011

SWap, Mid-term Expenditure Framework and Program Portfolio

Setym International in Montreal, Canada

I attended this short course in Montreal, Canada.

2010

Workshop on Project Performance Enhancement Tool

African Development Institute of the African Development Bank

I attended this short course in Koforidua, Ghana.

Computing Skills

Microsoft Office Suite

As a scholar-practitioner I have proficiency in most of the Microsoft's office suite including Word, Excel, and Power point.

Turnitin Software

As a student of both University of Liverpool and Walden University I have been thoroughly trained in the use of the Turnitin plagiarism software

SPSS Statistical Software

As a doctoral student, I was exposed to an extensive use of this software for the conduct of academic research.

Sun Accounting Software System

As the project accountant, I had over 7 years working experience with this accounting software.

Blackboard Learning Platform

As an online student of both the University of Liverpool and Walden University, I was exposed to a 6-year experience of Blackboard's online learning platform.

Refrees

Mohammad Sharifzadeh, Ph.D., M.Phil., CFA Ph.D. Dissertation Committee Chair and Mentor

Faculty

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