

## **CURRICULUM VITAE**

### **PERSONAL DETAILS**

FULL NAME : DAVID STANSLAUS MANGIRIMA  
SEX : MALE  
ADDRESS : DAR ES SALAAM  
NATIONALITY : TANZANIAN  
LANGUAGE : KISWAHILI & ENGLISH (excellent)  
MOBILE : +255 623935724  
E MAIL : ddstanslaus@gmail.com

### **PROFILE STATEMENT**

David Stanslaus is a versatile Finance and Accounting Professional with solid foundation in Operation, Hospitality and Mining. His experience extends to Various finance department including Accounts payable, Receivable, treasury Management, internal control, Audits and Compliance, He is also a Collaborative problem-solver coupled with his strategic mindset making him a valuable Asset to any Organization.

### **SKILLS**

- ❖ Microsoft office word and excel.
- ❖ Financial systems eg Tally ERP, SAP, Quick Book, and Sage.
- ❖ Team Management
- ❖ Problem Solving and Attention to Details
- ❖ Accountability and Deadline Oriented.
- ❖ Reconciliation, End of year and monthly Process.
- ❖ Negotiation

### **EDUCATION BACKGROUND**

- ❖ **PROFESSIONAL QUALIFICATION**  
NBAA: Certified Public Accountant (CPA) T
- ❖ **UNIVERSITY EDUCATION (2020-2023)**  
Collage name: Institute of finance Management, Dar es salaam
- ❖ **ADVANCED SECONDARY EDUCATION (2018-2020)**  
School: Alpha High School, Dar es salaam
- ❖ **SECONDARY EDUCATION, (2014-2018)**  
School: Marian Boy's Secondary School, Bagamoyo
- ❖ **PRIMARY EDUCATION, (2007-2013)**  
School: Rocken Hill Primary School, Shinyanga

### **EXPERINCE**

#### **OCTOBER 2024 to Current – Karlito's Way Group (full time employment)**

- ❖ Sales reconciliation and Payment posting, and other expenses
- ❖ Preparing of supplier payments and following of unpaid invoices from suppliers (sales, supplier and bank), and supplier follow up
- ❖ VAT filling, and also Withholding Tax follow up
- ❖ Compliance Auditing to check all the accounting ledgers balance and are all posted correctly without any omissions.
- ❖ Bank Reconciliation
- ❖ Intercompany Accounts and Fund transfers management.

## **MARCH 2023 TO AUGUST 2024 WORKED AT APOLLO MEDICAL (Full time employment)**

During my time working as both Accountant and as a claim officer I was able to gain experience on,

- ❖ Auditing of finances and making sure compliance with all health regulations, protocol safety is observed, ensuring that all accounting practices were observed in preparation of account statements
- ❖ Petty Cash reconciliation, petty cash received from treated cash patients on both medications and investigations and also petty cash of sales on consumables
- ❖ Following up on incoming payments from patients who received treatment on credit bill
- ❖ Reconciliation of account receivable report with what was actually received.
- ❖ Reconciliation of remittances sent by the insurance providers; this is done after the payments have been made in accordance with the claims
- ❖ Negotiation on the revised price lists between Apollo Medical and other insurance providers, hence requires provision good communication skills
- ❖ Withholding tax returns and filling of VAT returns

## **JULY 2022 TO JANUARY 2023 Worked as an Accountant at GEITA GOLD MINE (INTERN)**

**During my time I was able to pass through various departments in finance include accounts payable, treasury, cost accounting, and internal control.**

- ❖ Invoice processing, as the first step in processing of payments to vendors
- ❖ Creation of requisition, in case of shortage of office items a requisition is created to receive the items from store department (supply chain)
- ❖ Internal audit of the company internal control including compliance on corporate governance and accounting practices and also Auditing around and through the computer to check on how the data of the company is processed
- ❖ Downloading of withholding tax certificates, and sending them to the clients
- ❖ Preparing Tax returns, this included VAT returns, payments of loyalty and other tax payments concerning transportation of minerals
- ❖ Handling of monthly reconciliations.

## **JULY 2021 TO OCT 2021 Worked as Accountant at (PSSSF), Geita Branch (INTERN)**

- ❖ Pension calculation
- ❖ Preparation of payment voucher
- ❖ Reconciliation of Bank statements
- ❖ Service of general information, call center, front office and Back office

## **REFEREES**

- ❖ **Eliamani J Kisingi**, Senior Compliance officer, Public Service Social Security Fund (PSSSF), 0712777708, email: [eliamani.kisingi@psssf.go.tz](mailto:eliamani.kisingi@psssf.go.tz)
- ❖ **Ikingo Gombo**, Senior Manager Finance & Supply Chain, Geita Gold Mine Limited (GGM), 0787505871, email: [ikingo.gombo@anglogoldashanti.com](mailto:ikingo.gombo@anglogoldashanti.com)
- ❖ **Salma Ally Salam**, Human resource, Apollo Medical center (AMC), 0786080945, email: [salmahsalaam@gmail.com](mailto:salmahsalaam@gmail.com)
- ❖ **Mary Kidungu**, Finance manager, KWG (kukukuku) 065920890 [marykidungu@gmail.com](mailto:marykidungu@gmail.com)