

# Joyce Kaaya

## Finance Specialist

### Summary

Detail-oriented finance manager with 10+ years of experience in corporate finance and risk management. Skilled in financial reporting, compliance, and the implementation of effective financial controls.

A proactive leader with a passion for mentoring teams and driving continuous improvement in financial operations.



### Work Experience

#### Finance Manager

Engie Energy Access-Tanzania Branch a French based company that deals with supply of min-grid and solar home systems to rural area.

*Aug 2021 to Present*

- Monthly reporting of financial position ,Successfully done by 3rd day of next month.
- Financial Planning and Analysis
- Pricing;100% update of product prices on database.
- Budgeting: Monthly reporting of BvA ( Budget Vs Actual Report) and explain variances.
- Audit:100% completion .
- Team Management

### Contact Info

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#### Senior Accountant(Payable and Receivable)

Engie Energy Access-Tanzania Branch

*Jan 2018 to July 2021 (3 year, 7 months)*

- 100% payment of supplier weekly basis.
- Reduce bad dept by 50% monthly.
- Contract Management
- Liquidity management: Cash Flow Reporting weekly .



#### Project Accountant

Best Group Ltd under UNHCR -Assets Management Unit Project in East and Central Africa.

*March 2013 to Dec 2017(4 year,9 months)*

- 100% pricing of all Assets for sale.
- 100% Management payables and receivables
- Record a revenue of 3.7Mill USD per project.
- Daily Reporting to the supervisor

### Skills & Proficiencies

- Financial Reporting
- Financial Planning and Analysis.
- Budgeting
- Pricing
- Financial Modeling and Valuation
- Accounting Packages: ERP
- Auditing Management

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## Certificates

### Advanced Certified Public Accountant (ACPA)

Institution: National Board of Accountancy and Auditors Tanzania

Year of Graduation: 2013

- Certificate Awarded

## Language

- English
  - Swahili
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## Educational Background



### Master of Science in Finance and Investment

Institution: The Institute of Accountancy Arusha

Year of Graduation: 2019

### Bachelor of Accounting.

Institution: The Institute of Finance Management

Year of Graduation: 2012



## Volunteer Work, Awards, Affiliations, and Interests

### Volunteer Youth HIV/AIDs Trainer

Institution: Student Partnership Worldwide

2009 to 2012

I trained youth about self awareness, prevention of HIV and AiDS in Njombe region in Tanzania. By end of the project we had a very good cusses rate by 37%.

### Awards;

- Best Seller from Administration in 2018. Certificate awarded by Head of Sales.
- Fraud Champion for detecting Fraud and save 5,000 USD. Certificate Awarded by Managing Director of EEA.
- Breaking the record by Closing the month by 1st day of the month in 2018. Awarded by Head of Finance.