

**AKINBANI SINA SUNDAY**

**📍 NO. 5 ROAD 30 CLOSE OYSHC ESTATE,  
AKOBO IBADAN, OYO STATE.**

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## **PROFILE**

To distinguish myself in any position I may be offered, by utilizing my educational skills, experience, professional ethics and moral obligations for the benefit of a recognized professional institution/organization in a view to achieving optimum success. I believe commitment, teamwork, sincerity, consistency and hard work are vital to the achievements and fulfillment of Organizational goals and these are my core attributes.

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## **WORK EXPERIENCE**

2025 – TILL DATE	<b>University Of Medical Sciences, (UNIMED) Ondo (HIGHER EXECUTIVE OFFICER ACCOUNTS/BUDGET)</b>	<b>Ondo City, Nigeria.</b>
	<ul style="list-style-type: none"><li>▪ Forecasting the university revenue and expenditure In order to project and present a realistic budget For approval.</li><li>▪ Preparing the university annual budget.</li><li>▪ Conducting annual training for all department/faculty Budget reps/coordinators to update them about any New implementation by the government and to ensure Compliance with financial regulations.</li><li>▪ Preparation and submission of the university Quarterly returns/reports to the state government.</li><li>▪ Ensure fiscal discipline by keeping records and Controlling departmental expenditure to stay Within approved allocations on the budget.</li></ul>	
2022 - 2023	<b>Star Casino (TICKET AGENT/ATTENDANT)</b>	<b>Banjul, Gambia.</b>
	<ul style="list-style-type: none"><li>▪ Assisting casino patrons to buy ticket.</li><li>▪ Ensuring compliance.</li></ul>	

2021 -2022

**Estrade Intellectual Academy  
(SCHOOL ACCOUNTANT - NYSC)**

**Ibadan, Nigeria.**

- Recording students fees in the Proper books Of accounts and follow up on defaults.
- Reconciling the school cashbook and bank Statement to correct any discrepancies.
- Advising the school administration on financial Matters and planning to ensure their annual Expenditure stays within their annual budget.

2017

**Losogbo Electrical Installation Company  
(ACCOUNTANT - I.T)**

**Osogbo, Nigeria.**

- Creating and processing invoice.
- Managing company's accounts payable and receivable.
- Communicating with clients regarding billing and payments.
- Cross-checking invoices with payments and expenses to ensure accuracy.
- Working with collection agencies on overdue Payments.

**EDUCATION QUALIFICATION**

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2018-2019

Federal Polytechnic, Ado-Ekiti, Ekiti State

- **HND ACCOUNTANCY**

2015-2016

Federal Polytechnic, Ado-Ekiti, Ekiti State

- **OND ACCOUNTANCY**

2007-2013

St. Joseph's Grammar School, Odode-Idanre, Ondo State

- **SSCE**

2001-2006

L.A. Primary School, Odode-Ilanre, Ondo State

▪ **PRIMARY SCHOOL LEAVING CERTIFICATE**

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**SKILLS**

- Proficient in MSOffice Tools (Word, excel, PowerPoint and QuickBooks)
  - Language: English (Native Proficiency)
  - Active and attentive Listener.
  - Ability to multitask and deliver timely.
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**HOBBIES**

- Researching,
  - Reading.
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**REFEREES**

- Available on Request