

Albert Kutin-Mensah

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PROFESSIONAL SUMMARY

Results-driven Finance and Accounting Professional with 10+ years' experience in financial reporting, tax advisory, management accounting and strategic management across the downstream oil & gas and construction industries. A Chartered Accountant (ICAG, Ghana) skilled in governance, treasury, and risk control, currently pursuing an advanced diploma in Business Analytics to strengthen data-driven financial leadership and global collaboration.

CORE COMPETENCIES

Financial Reporting | Financial Governance | Treasury & Liquidity Management | Strategic Budgeting & Forecasting | Risk & Compliance | Business Analytics | Audit Coordination | Tax Accounting & Advisory | Partner Engagement | ERP Systems (Accounting TALLY, QuickBooks, ERPNext)

PROFESSIONAL EXPERIENCE

Financial Accounting Manager Jul 2022 – Present
JP Trustees Limited Oil Marketing Company, Ghana

- Lead the Finance Department, overseeing company-wide budgeting, reporting, and compliance with IFRS standards.
- Prepare quarterly financial reports and annual financial statements, strengthening transparency and shareholder confidence.
- Implement internal controls and treasury policies that improve compliance and reduce reporting discrepancies.
- Collaborate with auditors and regulators to ensure smooth examinations and audit readiness.
- Maintain strategic relationships with banks and oversight bodies to optimize liquidity and ensure financial governance.

Financial Accountant Apr 2019 – Jun 2022
Juwel Energy / JP Trustees Limited Ghana

- Supported the Head of Finance in managing reporting, planning, and analysis for company growth and profitability.
- Prepared monthly management accounts and annual statements to guide executive decisions.
- Led the annual budgeting process and multi-year projections for capital planning and expansion.
- Streamlined reporting and documentation processes, cutting reporting time by 20%.
- Coordinated audits and GRA filings, ensuring full compliance and timely submissions.

Senior Accountant Feb 2018 – Mar 2019
Berock Ventures Limited (Head Office) Construction Sector, Ghana

- Assisted the Finance Manager in preparing statements, payroll, and statutory returns (VAT, WHT, PAYE, SSNIT).
- Managed accounts receivable, reconciliations, and budget support functions.
- Enhanced internal audit practices and documentation accuracy for improved fiscal control.

Earlier Roles 2014 – 2018
Berock Ventures Limited Ghana

- Progressed from Accounts Officer to Senior Accounts Officer and Site Accountant.
- Handled project-site financials, reconciliations, and supplier payments.
- Maintained fixed asset registers and ensured audit compliance across multiple sites.

EDUCATION

University of Professional Studies, Accra (UPSA) 2018 – 2020
Master of Business Administration, Accounting & Finance

Kwame Nkrumah University of Science & Technology (KNUST) 2010 – 2014
BSc Business Administration (Accounting Option) – First Class Honours

PROFESSIONAL QUALIFICATIONS

Chartered Accountant (ICAG, Ghana)

Member since April 2019

Post-Chartered Diploma, Treasury & Financial Risk Management

ICAG

2023

Post-Chartered Diploma, Advanced Business Analytics

ICAG

2025

Chartered Institute of Taxation (Ghana)

Associate Member

2025

LEADERSHIP

Deputy Head, Research Committee

National Union of Ghana Students (KNUST Local)

2013 – 2014

Representative, School of Business

National Union of Ghana Students (KNUST)

2012 – 2013

TECHNICAL SKILLS

Accounting Software: TALLY ERP, QuickBooks, ERPNext

Tools: Microsoft Excel, Word, PowerPoint

Languages: English (Fluent), Twi (Fluent), French (Basic)

PROFESSIONAL DEVELOPMENT

IFRS Updates CPD Seminar

Institute of Chartered Accountants, Ghana

2022

Corporate Income Tax (CIT) Masterclass

Deloitte Ghana

2021

Records Management & Office Administration Workshop

Berock Ventures Limited

2016

REFEREES

Available upon request.