



Lino Lwazi Sithole AGA (SA)

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Objective

I aspire to learn as much as possible and grow in the financial industry. I am currently furthering my studies towards the acquisition of my CA(SA) designation, and I am pleased to share that I am a registered AGA (Associate General Accountant). Continuous learning is essential for me to be the best I can be in my field of work. I aim to have a broader understanding of not only my industry but also other surrounding industries and aspects. By doing so, I can establish a complete relationship and link between those industries and the one I am operating in. This will allow me to provide more holistic and informed advice to my clients and ultimately help me excel in my career.

Experience

- Mgiras** 2023 - Current
Audit Senior
Produce client reports (AFS, Minutes, Certificates, Management letters, etc.).
Propose and finalise audit opinions.
Audit assignment budget planning and management.
Monitoring and evaluation of performance in relation to budget.
Conduct full audit file reviews and related reports to ensure the relevant files are ready for sign-off.
Perform tax return reviews.
Manage resourcing and plotting of staff members on audit engagements.
Work allocations as required by individual audit assignments.
Ensure audit planning documentation is completed.
Approve timesheets.
Perform billings and manage WIP.
Performance management of staff members including, continuously providing feedback to staff.
Provide technical assistance to staff members (where required).
Maintain excellent client relationships
- Carlisle Tax and Financial Services (CTFSA)** 2022 - 2023
Senior Audit Clerk
-Responsible for catering Financial service support to SMME's, this includes from a financial and strategic approach.
-Reconciling accounts (Bank, Creditors and Debtor)
-Rendering financial advice to business owners for profit realization.
-Maintaining corporate governance within assigned companies.
-Registering and Submitting clients' COIDA, CIPRO, and SARS Tax returns for compliance purposes.
-Composition and Analysis of Financial Statements by use of accounting softwares such as Sageone and Pastel.
-Managing financial affairs of the supported SMME's. e.g, Cash flow management, Strategic planning and business management.
-Travelling and meeting clients.
-Sage Payroll
- Carlisle Tax and Financial Services (CTFSA)** 2020 - 2022
Articled Clerk
Composition and Analysis of Financial Statements by use of accounting softwares such as Sageone and Pastel.
-Managing financial affairs of the supported SMME's. e.g, Cash flow management, Strategic planning and business management.
-Travelling and meeting clients.
- Legal Exchange Corporation (Lexcorp)** 2018 - 2020
Accountant Trainee
-Basic Bookkeeping
-How to study and extract information from source documents
-How to fill in the Deposits slips and cheques

- How to fill in the stock sheets
- what makes a tax invoice valid
- How does a business register for vat and who may register.
- vat statements and vat returns
- Books of prime entry, Financial categories of general ledger accounts and subsidiary ledgers.
- Bookkeeping functions to trial balance on pastel software.
- Debtors and Creditors controls accounts and statements.
- Payroll function on creative engineering and pastel.
- Completing vat returns forms using VAT101,VAT201,EMP101, EMP201,IT12,IT14 and IRP5

Education

- **University of South Africa (Unisa)** 2022
Advanced diploma in Accounting Science (CTA1)
- **University of Venda** 2017
Bachelor of Commerce in Accounting Science
- **Dr Sam Motsuenyane Comprehensive School** 2014
Grade 12 (Matric)

Skills

- Accounting Systems 1. SageOne 2. Sage300 3. Xero Accounting system, 4. Pastel 21
- Microsoft package 1. Advanced Excel skill 2. Access 3. Outlook
- Interpersonal skills 1. Leadership and colle 2. Communication and presentation 3. Problem solving 4. Emotional intelligence

Projects

- **Dean Bright minds**
Dean Bright minds is a project aim to tutoring and assist in self developing the high school leaners.

Reference

- **Francesca Coetzee - Carlisle Tax and financial services**
Audit manager
Francesca.lorenco@ctfsa.co.za
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- **Raymond Goromonzi - Legal exchange Corporation**
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