

Emmanuel Patrick

FINANCIAL ANALYTICS SPECIALIST | CPA (T) | ACCA AFFILIATE

Profile

Certified accountant (CPA (T), ACCA Affiliate) with strong technology skills, transitioning finance expertise into data-driven analytics while completing an MSc in Finance and Investment. Combines years of accounting and revenue-administration experience with working knowledge of Power BI, SQL, Python and R to turn financial data into clear, decision-ready insight. Comfortable working in fast-paced, deadline-driven environments, with excellent written and oral communication.

Employment History

Tax Management Officer, Dar es Salaam

2023 — PRESENT

- Analysing taxpayer financial statements and returns to assess accuracy, completeness and compliance with tax legislation.
- Reviewing large volumes of financial and transactional data to identify discrepancies, trends and risk indicators.
- Preparing analytical reports and supporting documentation to inform assessments and internal decision-making.
- Engaging with taxpayers and internal stakeholders to resolve queries and communicate findings clearly.

Freelance Customer Support Agent & Graphic Designer, Remote

AUGUST 2021 — 2023

- Delivered customer support for international clients, resolving queries with clear, professional communication.
- Designed graphics and visual materials to client briefs, developing a strong eye for clean, effective visual presentation.

Accountant, Duke Tanzania Limited, Dar es Salaam

JULY 2020 — JULY 2021

- Managed daily posting and maintenance of accounting records, including accounts receivable and payable.
- Performed monthly account reconciliations, identifying and resolving variances to keep reporting audit-ready.
- Ensured timely filing and payment of statutory contributions (VAT, PAYE, NSSF, WCF, SDL).
- Prepared documentation for and facilitated year-end external audits.

Accountant, LCH Builders Company Ltd, Dar es Salaam

JANUARY 2020 — JUNE 2020

- Reviewed all ledgers and annual budget reports, analysing actuals against budget to surface discrepancies.
- Developed and implemented the company's accounting manual, standardising financial processes and controls.
- Prepared year-end journal entries and audit documentation; trained and recruited new accountants.

Accounting and Finance Intern, Anza Entrepreneurs Ltd, Kilimanjaro

NOVEMBER 2018 — MAY 2019

- Supported preparation of monthly donor reports, ensuring accurate presentation of programme financial data.

Details

Dar es Salaam
Tanzania, United Republic of
0683-911708
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emmanuelpatrick.com

NATIONALITY

Tanzanian

Skills

Financial Analysis & Reporting

Financial Modelling

Microsoft Excel

Power BI

SQL

Python & R

QuickBooks & Tally

Graphic Design

Languages

English

Swahili

- Assisted with cash management, debtor and creditor monitoring, and maintenance of accounting records.
- Contributed to year-end audit preparation alongside the finance team.

Education & Qualifications

MSc Finance and Investment, Institute of Accountancy Arusha

EXPECTED DECEMBER 2026

Certified Public Accountant — CPA (T), NBAA Tanzania

AWARDED SEPTEMBER 2025

ACCA Affiliate, Association of Chartered Certified Accountants

EXAMINATIONS COMPLETED JULY 2024

Bachelor of Accounting, The Institute of Finance Management, Dar es Salaam

AUGUST 2014 — JUNE 2017

References

Available upon request.

