



# Elias Kampamba

Area Accountant  
Public Sector

## Details

Address: Kafue Town Post Office, Kafue, Zambia  
Email: eliasmkampamba@gmail.com  
Sex: Male  
Marital Status: Single  
Status: Open to work  
Experience: 6-12 months

## Experience

### **Accountant, Autoworld Limited, Autoworld Ltd, Freedom Way, Lusaka, Zambia**

Nov 2010 - Jan 2012

Work Exposure: █ Accounts payable (AP) processing █ Accounts receivable (AR) processing █ Cash Book (CB) processing █ Maintenance of various manual operation registers █ Have an upper hand in systems operation implementation (in-house consultancy) █ Journals & reconciliations processing; etc. Achievements:- █ Provided an in-house training to Autoworld Limited & Impala Service Station Limited staff for competent operation of Pastel Evolution software at system conversion from legacy Tecfinity; █ Provided hints and reasons for Autoworld Limited chart of accounts reformation which has since been revised; █ Provided solutions to brainstorming situations whenever such arises in accounts department e.g. Tax advice, journals compilations etc.; Acted as a focal staff in Pastel Accounting system operation (in-house consultancy).

### **Associate Finance Officer, Family Health International (fhi360), CHITANDA HOUSE, Kabwe, Zambia**

Jan 2012 - Nov 2016

Work Exposure: █ Accounts payable (AP) processing █ Banking █ Preparing Sub-Awardees Financial Reports (SFRs) █ Preparation of mid-month and month-end financial reports █ General Ledger (GL) accounts █ Trial Balance █ Bank reconciliation █ Petty cash book █ Purchase Invoice (PI) temperate █ Advances i.e. (travel per diems and workshops advances cash) █ Budgeting █ Facilitating payments to workshop participants █ Asset registers management █ Filing █ Petty cash spot checks; etc.

### **Head Finance and Administration, Sport Lupiya Limited, Rhodes Park, Lusaka, Zambia**

Oct 2017 - Dec 2021

Work Exposure: █ Set up the chart of accounts on QuickBooks and compiled up accounting processing manual procedures █ Budgeting and planning █ Registered the company to all relevant statutory bodies (i.e. ZRA tax types, NAPSA, NHIMA, Workers Compensation Fund Control Board, ZICTA, Lottery & Betting Control Board █ Statutory returns filings and compliances (i.e. ZRA taxes, NAPSA, NHIMA, Worker's Compensation Fund Control Board), and payments of the same █ Monitoring and reconciling merchant accounts to General Ledger (GL) █ Payroll, General Ledger (GL), and Account Payables (AP) processing █ Asset registers management █ Bank Online payments initiating, and Petty cash processing, and all reconciliations █ Preparation of monthly management financial reports and attending to external audits.

### **Area Accountant, Zambia Postal Services Corporation (ZAMPOST), Kafue Town Post Office, Kafue, Zambia**

Nov 2022 - 0000

Work Exposure: █ Ensuring that all the revenue generated by the Area/region is accounted for and deposited promptly through confirming the daily cash transactions using online systems and verification of balance books (CS6 and CS8), remittances and deposit slips █ Preparing monthly returns for all the Corporation's business lines transacted by the Area/region █ Authorizing payment vouchers and cheques █ Preparing and submitting requests for funding for the Area/region to Head Office █ Preparing annual & quarterly Area/regional operating Budgets & Forecasts █ Inputting daily credit billings and all financial transactions in the Accounting systems in a timely and accurate manner █ Conducting regular financial inspections at Branches to ensure full compliance to laid down financial procedures and internal controls █ Conducting snap verification of physical and cash held by Cashiers and reporting any malpractice revealed during the exercise █ Performing any other duties assigned.

## Education

**Master of Business Administration (M.B.A), Chartered Institute of Management Accountants (CIMA),**

## Accountancy

2023 -

**Degree** Master of Business Administration (M.B.A)

**Master of Business Administration (M.B.A), Zambia Institute of Chartered Accountants (ZiCA), Accountancy**

2016 - 2020

**Degree** Master of Business Administration (M.B.A)

**Bachelor Degree, Zambia Institute of Chartered Accountants (ZiCA), Accountancy**

2010 - 2014

**Degree** Bachelor Degree

Licentiate Certificate in Accountancy

**Associated Degree, Zambia Institute of Chartered Accountants (ZiCA), Accountancy**

2000 - 2004

**Degree** Associated Degree

National Accounting Technician (NATECH)

## Certification

**Chartered Institute of Management Accountants (CIMA) - SCS Student**

**Certification Authority** Chartered Institute of Management Accountants (CIMA)

**Certification URL** <https://www.aicpa-cima.com/404>

**License Number** AICPA account ID: 990237448

Jan 2023 - 0000

**CA Advisory Professional in Accountancy (ZiCA)**

**Certification Authority** Zambia Institute of Chartered Accountants (ZiCA)

**Certification URL** <https://www.zica.co.zm/>

**License Number** APIA0000637

Oct 2020 - 0000