

SIPHIWE SPELLMAN

ACCOUNTS MANAGER

PERSONAL DETAILS

Year of Birth: 1973
Nationality: South African
Ethnic Group: Black
Gender: Male

EDUCATION & QUALIFICATIONS

Bizana Village Senior Secondary School
1994 | Matric

Wits Business School
2008-2009 | Certificate
Management Development Municipal Finance
(NQF Level 6)

Wits Business School
2010 | Certificate
Leadership Development
(NQF Level 7)

REFERENCES

Kumyolz Investments
Yolanda Madikizela | Director
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Nelson Mandela Bay Municipality
Mr. M. Mapu | Director
073 998 3004

Nelson Mandela Bay Municipality
Mr. R. April | Assistant Director
071 678 3322

Koukamma Municipality
042 2887 200

CONTACT INFORMATION

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DEVELOPMENT PROGRAMS

LEVEL 1

Financial Accounting Principles	Concepts and Procedures
Commercial Law 1A	Economics 1A
Economics 1B	Business Management 1A
Business Management 1B	Sustainability and Greed
Investments : An Introduction	

LEVEL 2

Money and Banking	Financial Accounting for companies
Selected Accounting Standards	Personal Financial Management
General Management	Banking: Introduction to Treasury Management
Financial Management	Enterprise Risk Management
Microeconomics	Macroeconomics
Principles of Taxation	

LEVEL 3

Financial Management	Strategic Planning
Taxation of Business Activities	Banking: Treasury Management
Risk Financing & Short Term Insurance	Working Capital Management
Strategic Implementation	Monetary Economics
Investments Analysis Fixed Income	Investments Analysis Equity Asset Valuation

CAREER SUMMARY

In the year of February 2008 until April 2012, I started my journey at Koukamma Municipality and was appointed Chief Financial officer whereby my duties included setting up standard chart of accounts, responsible for all financial management matters, Preparing medium term budget forecast and performing all accounting activities – Updating general ledger accounts and reconciliations. I had to prepare annual financial statements and handle all cash budgets, manage bank accounts and preparing of monthly financial reports. I handled all tax administration and reconciliation.

Other duties:

- Debt management – Billing & Credit control
- Supply Chain Management – Procurement
- Fixed Assets Management
- Developing and Monitoring Financial Controls

I went on to work for Nelson Mandela Bay Municipality in the year September 2012 until May 2016, I was positioned as a Housing Accounts Administrator. My responsibilities was the verification and authorization of weekly disbursements, Creditors reconciliation, Project claims reconciliation, Cash budgeting and monitoring. I had prepared projects cash flow forecast and managed all accounts and reporting. I was responsible for all financial planning and expenditure controls.

I am now employed by Kumyolz Investments whereby I am appointed as Accounts Manager and oversee all accounts and reports.