

## **Resume**

### **REUBEN PETER LUCAS**

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### **About**

Experienced finance and business professional with 20yrs broad experience acquired at both operational and corporate level across several industrial sectors including telecommunications, Non-profit organization, Construction, Equipment assembly and engineering.

Holder of CPA(T) and MSc Finance with comprehensive experience in both strategic as well as operational financial management. The strategic management experience includes capital project feasibility and modelling,

Interfaced with different stakeholders and operated within relevant taxation, legal and governance frameworks.

### **Chief Finance officer – Liquid Tanzania (Raha)**

#### **From Jan 2020 to Current**

- Providing leadership, direction and management of the finance and accounting team
- Providing strategic recommendations to the CEO and members of the executive management team
- Responsible to present company financial statement to the Board of Directors in the Board Meeting.
- Managing the processes for financial forecasting and budgets, and overseeing the preparation of all financial reporting
- Advising on long-term business and financial planning
- Establishing and developing relations with senior management and external partners and stakeholders
- Reviewing all formal finance, HR and IT related procedures

### **HOD Finance - Smile communication Tanzania**

#### **Oct 2013- Sept 2019**

- Budget – Manage and responsible for the time delivery of the company budgets and forecast
- Financial reporting – Manage and responsible for the monthly financial reports, presentations and Annual financial statement
- Cash Flow Management-Manage our working capital and credit to ensure Smile TZ have enough cash to pay bills at all times.
- Accurate record keeping-keep accurate financial records to meet our legal requirements and to ensure control and preventing fraud

- Cost containment-To ensure we get the best quality at the lowest price for materials, supplies and services and making purchasing management one of the main duties
- Stock Control-To make sure that Smile customers have access to products when they need or want them it's a key service issue in inventory control. In addition, Replenishment and critical inventory levels at a store is a core

### **Financial Manager –Budgeting and Reporting -Vodacom**

#### **June 2011 –Sept 2013 Vodacom Tanzania Limited   Dsm, Tanzania**

- Preparing Managing Director decision report on monthly basis.
- Preparing board and management presentations
- Preparing budgets and reviews of the whole company.
- Preparation of Statutory Pack, and other reports required by external parts such as National Bureau of Statistics and Tanzania Communications Regulatory Authority.
- Analyzing Key Financial Indicators.
- Ensure accurate HFM submission for monthly reporting and each forecast.
- Responsible for HFM to sage reconciliation for both Capital expenditure and Operational expenditure
- Provide the detailed internal reporting for Overheads by cost centre and type of spend on monthly bases.
- Compute and analyses financial information for management decision and variance analysis.
- Prepare the monthly Management reports

### **Financial Controller**

#### **Sept,2007 – June 2011 Vodacom Tanzania Limited   Dsm, Tanzania**

- Finalize month-end financial reports and financial year-end.
- Responsible for the consolidation, Preparation of the company Network and administration budget in collaboration with departments
- Manage, improve and develop the overall performance of Opex staff.
- Responsible for all company operating expenditure including process of supplier's payment.
- Propose, implement and manage financial policies and procedures
- Manage, improve and develop processes and systems of internal control
- Compile, present and report financial information accurately and timely
- Responsible in assist Internal and External auditors during the auditing exercise

## **Chief Accountant-Accounts Payable**

**Nov, 2005 – Sept, 2007 Vodacom Tanzania Limited      Dsm, Tanzania**

- Make sure the supplier payment is processed as per company procedure and policies
- Make sure the suppliers are paid as per agreed company payment terms
- Finalize the company month end activities
- Make sure the correct accrual of the company expenses
- Make sure the company operating expenditure accounting transaction are correct posted to general ledger
- Ensure proper management of human resources in accounts payable function
- Staff salary and Bank reconciliation
- Treasury management
- Review suppliers aging analysis

## **Senior Accountant**

**July 2003 – Nov, 2005 Vodacom Tanzania Limited      Dsm, Tanzania**

- Ensuring compliance with Vodacom group accounting policies and IAS
- Ensure that payment of taxes is done according to the prevailing government regulations so as to avoid unnecessary penalties
- Allocate expenses in the general ledger and ensure that is done according to the budget
- Ensure that the general ledger is balanced to the accounts payable sub-ledger every month
- Managing human resources in order to ensure that they give the required output
- Finalize month-end and financial year-end.
- Check and verify Administration and Network Operations Expenditure figures
- Perform Tax calculation.
- Ensure integrity of data in the Financials

## **Zonal Accountant- World Vision International**

**2002-April 2003      World Vision International Arusha, Tanzania**

- Responsible for all routine zonal accounting functions including the appropriate use of Sun-System accounting package

- Processing and recommending to Zonal Manager for approval all local zonal purchases according to WVT policies and regulations.
- Provide guidance, support, and capacity building to project Coordinators and Project Recorders in project accounting and financial management matters.
- Responsible for all Zonal and Project payment.
- Responsible for Zonal and project inventories of assets and materials
- Prepare for and participate in the Zonal and project audit.
- Support and assist in the responsibilities of the Zonal Financial Analyst as the need arises.

#### **ACPA - Associate Certified Public Accountant**

2004            National Board of Accountants and Auditors            Tanzania

#### **Msc. Finance, Masters of science in Finance.**

2001            University of Strathclyde            Glasgow, United Kingdom

#### **PGDFM, postgraduate Diploma in Financial Management.**

1999-2000 Institute of Finance Management Dar Es Salaam, Tanzania

#### **ADA, Advanced diploma in Accountancy**

1996-1999 Institute of Finance Management Dar Es Salaam, Tanzania

#### **ACSE, Advanced Certificate of Secondary Education**


1993-1995            Azania secondary school            Dar Es Salaam, Tanzania

#### **CSE, Certificate of Secondary Education**

1989-1992            Ilboru secondary School            Arusha, Tanzania

#### **Working with Operating Software and Application Software**

- Advance in MS Excel, Word, Power point etc
- Working with different accounting applications packages such as Financial Management system –Hyperion Financial Management [HFM], Financial Data Management [FDM], SUN-system, Epical and Sage, Anaplan,
- **Birth date:**            August 12, 1973,
- **Marital status:**        Married
- **Sex:**                        Male
- **Nationality:**            Tanzanian



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