







Leonard George Msuya

Assistant Auditor

Personal Information

-  Fluent in English
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Morogoro, Tanzania

Personal Skills, Knowledge and Competence

- Excellent customer service provider
- Fluent in English and Swahili languages
- Competence and knowledge of various computer programs including Microsoft Excel, Email and Microsoft Word
- Ability to handle many tasks within a given time with maximum accuracy and excellence

Computer Literacy

- Microsoft Package (Word, Excel)

Professional Experience

Assistant Auditor
Timeless Business Solution
Oct 2021 – to date

Key Roles:

- Assisting in financial Auditing
- Preparation of financial statements
- Tax compliance and reporting
- Tax Health Checks for customers
- Conducting Tax Training

Previous Experience

Accounting and Finance: Tanroads – Morogoro
[2021]

Academic Qualifications

Professional Level (Foundation Level)

By National Board of Accountant and Auditors
[2021 - to date]

Accounting Technician Level II (ATEC II)

By National Board of Accountants and Auditors
[2020 - 2021]

Bachelor Degree in Accounting (BA)

By Institute of Accountancy Arusha (IAA) [2019
- to date]

Advanced Certificate of Secondary Education

By Hai Secondary School, Kilimanjaro
[2017 - 2019]

Certificate of Secondary Education

By Morogoro Secondary School
[2013 - 2016]

Primary Education

By Mchikichini "B" Primary School
[2013 - 2016]

Reference

Available on request

