

CURRICULUM VITAE OF ISMAEL TULIMEVAVA SHIFIDI

RESIDENTIAL ADDRESS:	ERF 708, ROCKY CREST, WINDHOEK
POSTAL ADDRESS:	PO BOX 91505, KLEIN WINDHOEK
CONTACTS:	PHONE : 061-205 1752 (W); CELL PHONE: 0812447451 E-MAIL: itshifidi@gmail.com
Date of birth:	1982-11-02
Place of birth:	Onanhadi
Nationality:	Namibian
Marital status:	Married
Driver's Licence:	Yes (code B)
<u>EDUCATION</u>	
<u>University of Stellenbosch Business School</u>	
2008- 2012:	Master's degree in development finance (MDevF)
Thesis: Small Builders in the Namibian construction industry: Opportunities, Challenges and support strategies.	
<u>University of Namibia</u>	
2006- 2007:	Postgraduate Diploma in Internal Auditing (2 yrs)
2001-2004:	Bachelor of Accounting Degree (4 yrs)
<u>Professional Certification</u>	
Aug 2021 – Present	Certified Accounts Receivable Manager
<u>Short course</u>	
Jan - Nov 2016:	Programme in Investment Analysis and Portfolio Management (UNISA)
<u>Other Courses:</u>	<u>Institution:</u>
✓ Excel Applications in Financial Management & Modeling	(Nolwazi Africa Training)
✓ Project proposal writing	(PBDC & NANGOF)
✓ Tendering for construction contracts	(NAMPRO & NCSA)
✓ Local Economic Development (LED)	(Mesopartner & Inwent)
<u>WORK EXPERIENCE</u>	
1. Government Institutions Pension Fund (GIPF): (Jan 2016 – Present)	
Nature of company's business: Pension Fund	
Job title: Accountant - Pension Contribution Collections.	
<ol style="list-style-type: none"> 1. Ensure completeness of pension contributions collections from Participating Employers 2. Produce monthly and quarterly collection reports as well as cash flow forecasting reports 3. Develop and review procedure manuals and policies for account receivables 4. Manage Contribution Management Unit 	

CURRICULUM VITAE OF ISMAEL TULIMEVAVA SHIFIDI

2. Namwater Corporation LTD: (Dec 2010 – Dec 2015)

Nature of company's business: **Bulk water distribution**

A) Job title: **Project Accountant: Local Authority (Jul 2012 – Dec 2015).**

Project nature: Debt collection

1. Debt collection & Distribution of water sales revenue
2. Support and Supervise NamWater staffs assigned to the project.
3. Local Authority's financial situation assessment
4. Assist Local Authorities with setting up of tariffs.
5. Reconciliation of volume sold and purchased.
6. Monitor and evaluate project cost and performance.
7. Verification and Payment of Desalination (AREVA) invoices.
8. Calculation and Preparation of Desalination invoices for third parties.
9. Preparation of Desalination Project report.

Software used: **Finstel, Pastel, Sebata, SAP**

B) Job title: **Area Accountant - Central & South (Dec 2010 – Jun 2012).**

1. Debt collection
2. Creditor's Management
3. Budgeting & variance reporting
4. Support and Supervising subordinates'
5. Reporting

Software used: **SAP**

3. Joint Consultative Council (JCC): (Aug 2009 – Nov 2010)

Nature of Company's business: **Donor-funded NGO (SME Promotion)**

Job title: **Finance and Administration Officer (FAO).**

1. Record-keeping and financial administration
2. Budgeting & variance reporting
3. Procurement
4. Payroll administration
5. Financial reporting at Board meetings
6. Annual audit preparation
7. New investment and disinvestment.

Software Used: **Pastel & Microsoft Excel**

4. Office of the Auditor General (May 2006- July 2009)

Nature of Company's business: **Government Auditing**

Job Title: **Auditor:**

1. Auditing Financial Statements of Governments statutory bodies.
2. Audit Planning and Execution.
3. Preparing Audit report and issue an audit opinion.

CURRICULUM VITAE OF ISMAEL TULIMEVAVA SHIFIDI

Extramural Activities:

1. Lecturing: Recently Taught Courses:
 - Project Management MPM4872 (Part-time) at University of Namibia Business School (NBS).
 - Internal Auditing AIA4831 (Part-time) at University of Namibia (UNAM).
 - Managerial Accounting CAMF 4812 (Part-time) at University of Namibia.
 - Public Financial Management CAPF4852 (Part-time) at University of Namibia.
 - Strategic Project Management CBPM4819 (Block release) at UNAM Business School.
 - Cost and Procurement Management CBPC1419 (Block release) at UNAM Business School
2. Treasurer for Profile Social Soccer team.
3. Advisory Member for Warriors Boxing Promotions.

Achievements:

1. GIPF Brand Ambassador
2. GIPF Finance Department Risk and Compliance Champion
3. Master degree thesis selected for presentation at African Development Finance Workshop held on 07th – 08th August 2012 in Cape Town.
4. Served in the Sam Nujoma Innovative Enterprise Development Awards (SNIEDA) 2010 advisory committee.
5. Presented a paper titled, “Role of JCC towards SME promotions.” at Metal and Allied Namibian Workers Union’s (Manwu) conference on challenges facing those working in the construction industry. Safari Hotel, Windhoek, Namibia, April 23- 24, 2010.
6. Health and Safety representative for NamWater Finance Department. Until 2015
7. Captain for NamWater Soccer team. Until 2015

Research and Publications:

1. Shifidi, I. T. 2012. Small Builders in the Namibian construction industry: Opportunities, Challenges and support strategies, Master’s degree thesis, University of Stellenbosch Business School.
2. Introduction to Project Management: Study material for Postgraduate diploma in Business Administration, University of Namibia, 2011.
3. Internal Audit: Study material for Postgraduate diploma in Internal Auditing, University of Namibia, 2012.
4. Public Financial Management Study material for Postgraduate diploma in Internal Auditing, University of Namibia, 2014.
5. Local Government Finance and Accounting A: Revision of study materials for Certificate in Local Government Studies (CLGS), Namibian College of Open Learning (NamCOL), 2018.
6. Local Government Finance and Accounting B: Revision of study materials for Certificate in Local Government Studies (CLGS), Namibian College of Open Learning (NamCOL), 2018
7. Project Planning, Monitoring and Evaluation. Revision of study materials for Diploma in Youth & Community Development (DYCD), Namibian College of Open Learning (NamCOL), 2021.

Language Proficiency:

	Speak	Read	Write
English	Good	Good	Good
Oshiwambo	Good	Good	Good
Afrikaans	Fair	Fair	Fair

CURRICULUM VITAE OF ISMAEL TULIMEVAVA SHIFIDI

REFERENCE:

1. Mr. Daniel Ndara
General Manager: Finance
Government Institution Pension Fund (GIPF)
061 205 1216 / Cell: 0812 68 43 76
2. Mr. Silas Newaka
Manager Innovation Marketplace
Namibia University of Science and Technology (NUST).
Tel: 061-207 2896/ Cell: 0812 442 784
3. Ms. Imogene Hilukiluah
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