

Cleeve Carolissen

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Nationality: South African Location: British Virgin Islands

Summary:

I am a qualified Chartered Accountant (CA), possessing over 7 years of experience with Big 4 Auditing and Accounting firms and 7 years PQE in, the financial offshore hub, the British Virgin Island. With experience in the field of Financial Statement Audits of a vast range of industries, extensive experience in consolidations, Master-feeder Fund accounting and insolvent/solvent appointments including cross-border investigations. I strive to add value and I therefore seek the opportunity to be an integral part of the operating and long-term success of any company I work for. I'm confident to state that I possess the academic, business acumen and interpersonal abilities to successfully fulfil the job requirements and exceed expectations. These aren't just mere words but reflections of my continuous progress and achievements.

Core skills

- Knowledgeable in IFRS, US GAAP, accounting, financial management and strong knowledge of auditing concepts
- Handling complex advisory and restructuring issues with a focus on insolvent/solvent appointments, cross-border investigations and Master-feeder investment structure accounting.
- Budgeting and forecasting, using financial analysis to identify risks within audit clients
- Compilation of Financial Statements in accordance with IFRS and US GAAP for funds and other industries
- Strong leadership and great team motivator, mentor, coach and leader
- Excellent with working in teams and a great team player
- Excellent numeric skills, analytical and problem-solving proficiency
- Work experiences have largely involved working in and managing/leading a team; this involves organization, coordination, planning, motivating and commitment on a daily basis to produce a team environment with great work ethic and evaluating work performances of subordinates
- Calm under pressure, able to meet tight deadlines and excellent at multi-tasking and managing priorities
- Fluent in English and Afrikaans and strong written and verbal skills
- Excellent computer proficiency and software adaptability skills attributed to computer programming studied as a scholar
- Has strong proficiency in the Microsoft office suite, and their respective utilities (includes mastering Excel), has worked with various different software packages including Quickbooks.
- Able to utilize past accounting experience in current position
- Great organisational and managerial skills, managing subordinates and reporting to directors

Education:

Professional Membership:	Member of South African Institute of Chartered Accountants (SAICA) as a fully qualified Chartered Accountant (CA (SA))
Membership training:	Completed 3-year training contract with Deloitte & Touché, Johannesburg, South Africa in 2014
Qualifying exams:	In 2012 passed SAICA Qualifying Examination (Board 1); and in 2013 passed Public Practice Examination (Board 2)
Tertiary Education Undergrad (2008 to 2010):	Bachelor of Accounting degree at Stellenbosch University in Western Cape, South Africa
Postgraduate Qualifications (2011):	Bachelor of Accounting degree with Honours degree at Stellenbosch University in Western Cape, South Africa

Professional experience:

December 2019 – Present: PricewaterhouseCoopers (BVI) Limited, Road Town, British Virgin Islands.

Role: Restructuring Senior Analyst

Role includes working on financial advisory, insolvent/solvent appointments, Master-feeder investment structure accounting, cross-border investigations, and regulatory compliance in accordance with the BVI Business Companies Act 2004 and the BVI Insolvency Act 2003.

January 2018 – September 2019: Rawlinson & Hunter Ltd. (R&H), Road Town, British Virgin Islands.

Role: Senior Financial Accountant – Client Services

As the leader of the accounting department provided accountancy and administrative support services to a portfolio of clients, including companies, trusts and mutual funds, along with providing support to the Company with respect to accounting matters.

I oversaw the accounting aspect of providing back-office accounting services for companies ranging from small start-up operations to sophisticated multi-nationals. The delivery of services included what clients expect from an internal finance team but with the flexibility of a large, highly qualified and experienced team to ensure consistency and quality of service day in, day out.

My work experience has included performing the following functions:

- Planned, coordinated and completed accounting engagements which includes leading, supervising, reviewing accounting work;
- Preparation of annual or quarterly financial statements and/or management accounts in accordance with generally accepted accounting standards appropriate for each client;
- Directly reporting to and liaising with directors, managers, banks, lawyers, fund investment managers, discussing issues discovered in order to efficiently and effectively resolve the matter timeously;
- Scheduling of work for the entire fiduciary team to ensure that all client accounting is completed within agreed timescales and reporting deadlines and coordination with the team to achieve this;
- Review and approval of financial statements and/or management accounts prepared by other qualified accountants;
- Facilitation and completion of monthly closing procedures, analysis of revenues and expenses;
- Preparation and monitoring of internal controls, including work flows for accounting processes;
- Supervision and management of junior accounting staff;
- Enhancing client relationships in order to maintain R&H's professional image;

January 2015 – July 2017: Deloitte Ltd., Road Town, British Virgin Islands.

Role: Audit Senior – Alternative Investments

While working in the financial sector and being the lead senior and face of the audit for many clients. Clients mostly consisted of alternative investments which includes hedge funding, fund of funds and mutual funds. While being employed in the British Virgin Islands (BVI) a significant global player in the offshore financial services industry I have gained significant experience in this area over the last 2.5 years acting in a role consistent of that of an Assistant Manager.

I was rated as a high performer at Deloitte Ltd. in the BVI indicating that I have exceeded expectations in my role at Deloitte.

My work experience has included performing the following functions:

- Risk assessment prior to accepting client audit engagements;
- Planned, coordinated and completed audit engagements which includes leading audit team, supervising, coaching/mentoring, and performance evaluations/discussions of members of the engagement teams, budgeting and financial analysis of audit client figures to identify risks;
- Audit sections includes complex technical financial reporting and ensured correct application of International Financial Reporting Standards (IFRS) (incl. consolidation group accounting and Investments valuations) and preparation of Financial Statements under IFRS and US GAAP;
- Lead auditor and managed the audits of various Mutual Funds and Operating Consolidations;
- Directly reporting to and liaising with fund administrators, banks, lawyers, fund investment managers, directors as well as managers and partners of the audit firm, most notably discussing major issues discovered within the audit process, in order to efficiently and effectively resolve the matter;
- Monitor actual spend per audit to budgeted spend and communicate the status of budget to the audit manager responsible for the audit;
- Set deadlines for audit team in order to meet internal and external deadlines and the management/overseeing of the engagement team and monitoring of the progress of each audit engagement;
- Review of working papers of subordinates, to ensure they are in line with currently effective legislation and accounting standards and evaluate the performances as part of the Performance review process;
- Perform an analysis of specific risks associated with each client and their related controls;
- Developed audit conclusions, wrote audit reports and presented findings to management;
- Enhancing client relationships in order to maintain Deloitte's professional image;
- Leading meetings with clients, managers and partners;
- Was the lead in the successful implementation and training of the new Engagement Management System (EMS) the new audit software across the Caribbean and Bermuda region as part of Deloitte's new 2020 Audit Strategy implemented in Deloitte Globally;

January 2012 - December 2014: **Deloitte and Touché, Johannesburg, South Africa.**

Role: Audit Senior;

Contract entailed the completion of mandatory 3-year training contract in accordance with regulatory body (SAICA) accreditation requirements. Responsibilities included planning, coordinating and completing audit engagements which include leading audit team, supervising, and coaching members of the engagement teams. Clients included experience in the following industries: Mining industry, Retail industry, Construction, Manufacturing, Pharmaceutical.

My work experience (not already mentioned above) has included performing the following functions:

- Involvement in and supervision of client audit work from planning of an assignment to completion, as well as preparation of Financial Statements under IFRS;
- Performed Test of controls and internal control testing at various clients; Designed controls for clients to assist in their day to day operations;
- Stock taking performed for various clients;
- Assessed the applicability and compliance of clients with various laws and regulations;
- Perform planning activities including audit approach, procedures to be performed and work allocations;

2009 to 2011: Internship at Price Waterhouse Coopers Paarl Office in South Africa for month of June for each of the mentioned years. I was part of the audit a Rural and Economic Project management service Provider.

Personal achievements

- 2007: Passed Senior year High School with an A+ aggregate and as a top achiever.
- 2008: Obtained membership of Golden Key Internationals Honours Society Stellenbosch Chapter (top 15% of Economics and Business faculty)
- 2008 to 2010: Obtained Cum Laude for various modules at University.
- 2017: Rated a High Performer at Deloitte British Virgin Island

Cultural, community services and interests

- Community service at various schools in need around the Western Cape in South Africa. These included donation collections, clean ups and providing much needed basics.
- As part of Impact week for my firm, supported the Dorah's Ark charity, a home which supports roughly 40 children. Support over the 3 years includes providing food, donations, clothes etc. Also took part in cleaning up and repainting the home.
- A supporter and contributor of local FSN (Family Support Network) and PAW (Promoting Animal Welfare) in the BVI.
- I am passionate about the beautiful game of tennis and love to play socially in my free time.
- Further interests include musical theatre, arts, music festivals and swimming.

References and motivation letter are available on request