

LAONE KWATI (NEE) GASEMOTHO

CAREER OBJECTIVE A seasoned Internal Audit, Risk, Corporate Governance and Compliance Professional experienced in different industries with 12 years' experience looking for a job.

PERSONAL PROFILE An enthusiastic, confident, influential, self-motivated mature lady with strong presentation skills, hardworking, accountable, goal oriented and open to learning new things with experience in Regulatory, Manufacturing, Construction, Mining and Petroleum industries.

EDUCATION **BACHELOR OF COMMERCE (INTERNAL AUDIT), UNIVERSITY OF PRETORIA, SOUTH AFRICA**
2008-2012
BACHELOR OF LAW (LLB) UNIVERSITY OF SOUTH AFRICA,SOUTH AFRICA
2017-2022

WORK EXPERIENCE **INTERNAL AUDITOR BOTSWANA OIL LIMITED**
December 2016-Current

- Maintain compliance obligations register
- Conducting special audits/investigations as per tip-off anonymous reports
- Implements the audit & risk management operation annual plans and assessments
- Monitoring findings/issues and tracking them ensuring closure of findings.
- Prepare reports for the Board as required
- Ensure awareness of emerging safety health and environment compliance requirements
- Participate in opening meetings with client to explain the scope and objectives of the audit
- Engagement to client and provide an overview of all steps in the audit process
- Develop a thorough understanding of business processes in scope for assigned audits and
- Document the processes in flowcharts and/or process narratives. Identify and document
- Inherent risks and controls within the business processes
- Develop a risk based test plan by selecting appropriate audit approach, test procedures and
- Investigate incidents and share learnings.
- Report on Internal Audit Performance.

HEAD INTERNAL AUDIT (AG) BOTSWANA OIL LIMITED

01 March 2019 to June 2020

- Successful audit, risk management, and control management over operational Effectiveness, financial reliability, and compliance with all applicable directives and regulations.
- Determine internal audit scope and develop annual plans.
- Analyze accounting data and documentation.
- Conduct effective follow-up audits in monitoring Management's interventions.
- Contribute to policy and procedure development and operational improvements.
- Developing the Risk Strategy.
- Provide advice and assistance with corporate governance issues.
- Assist with development of committee terms of reference and appropriate.
- Manage the policy framework including coordination of the policy library and document Control.
- Provide advice to policy owners regarding policy development and implementation
- Develop corporate governance policy.
- Facilitate Fraud and Ethics hotline reports investigations in order to prevent corruption.
- Report periodically on the performance of the audit plan.
- Prepare reports for the Board as required.
- Supervise Internship Students and Trainees and provide guidance with regards to the Audit process.
- Implement and monitor progress on the recommendations of the Quality Assurance Improvement Plan.
- Development of next 5 year Strategic Plan.

INTERNAL AUDITOR, BOTSWANA SAVINGS BANK, GABORONE

May 2016 to December 2016

- Objectively assess a company's IT and/or business processes.
- Assess the company's risks and the efficacy of its risk management efforts.
- Ensure that the organization is complying with relevant laws and statutes.
- Evaluate internal control and make recommendations on how to improve.
- Identifying shortfalls or gaps in processes
- Promote ethics and help identify improper conduct
- Assure safeguards
- Investigate fraud
- Communicate the findings and recommendations

W A A GOUWS CHARTERED ACCOUNTANTS (Johannesburg, South Africa) Auditor/Tax Consultant.

- Was awarded by SARS as part of the team that successfully investigated and reduced an amount of ZAR30 million to ZAR1.00 for a Client.
- Was responsible for the pre-production sign-off coordination of both Accounting and Auditing duties.
- Audit plans execution that reflected a risk-based approach; identified Business risk

- and controls exercised by Company Management.
- Critical analysis of Company profitability.
- Administer all internal audits and ensure compliance to all transaction tests and documents.
- Evaluate all refunds and perform required calculations for all tax assessments.
- Ensured statutes compliance.
- Analyzed Accounting systems.
- Analyze financial data and present financial reports.
- Consulted with Companies in in order to obtain finance for various projects where project profitability was difficult to determine.

OTHER TRAININGS

- Defensive Driving Training Gaborone
- Understanding ISO 45001:2018
- Organizational Risk Management Process
- ICAM-Incident Cause Analysis Method Facilitator Training-Debswana Jwaneng
- Auditing of the BOS OHSAS 18001:2007-Botswana Bureau of Standards Jwaneng
- A certificate verifying meeting requirements for the hazard's identification and risk assessments training course
- Occupational Health and safety for the Organization called Work
- Five-Day Master Class Risk Based IT Auditing
- Root cause Analyses technique (RCAT)
- Three-day Master class in Enterprise Risk Management
- Participated Botswana International Internal Audit conference.
- Two-day Advanced Forensics Accounting and Auditing Master Class Workshop
- Four-week Boot Camp for implementation ACL Data Analytics and ACL GRC.
- Two-week Boot Camp for implementation of Teammate
- Five-day Sans OHSAS18001-2011 understanding and implementation of occupational
- Health and Safety Management Systems.
- Understanding BOS ISO 9001:2015
- BOS ISO 9001:2015 Quality Management System Lead Auditor / Auditor
- Advanced ACL Concepts and Techniques Scripting
- Certified internal auditor(institute of internal auditors global) part 1- internal audit basics
- Chartered management accountant(chartered institute of Management accountants CIMA) operational level

SKILLS SUMMARY

- Good communication skills
- Leadership
- Organizing
- Data collection, analysis and interpretation skills
- Administrative
- Professional etiquette
- Computer skill

REFEREES

MODISE KOOFHETHILE

GENERAL MANAGER STRATEGY, BOTSWANA OIL LIMITED

+267 72331232

DR NOMSA MBERE

MENTOR, ASSOCIATE LAWYER (PROJECTS) AT WEBBER WENTZEL

0027 11 530 5999/ 0027 83 295 4681

REINER GOUWS

AUDIT MANAGER, W A A GOUWS CHARTERED ACCOUNTANTS

(+27) 11 781 5600/ (+27) 73 938 1061