## **FELIX OBENG BOATENG (PhD. FCCA)**

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### ACCA fellow and a holder of PhD in Business and Management (Accounting), who has more than 17 years of relevant post-qualification experience with enviable work ethics for superior performance delivery. Progressive advancement for the reputation of a renown academic professional of significant contribution to both industry and academia is the utmost fulfilment of personal aspiration.

**PROFESSIONAL AND WORK EXPERIENCE**

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**Deputy/Institute Finance Officer Institute of Distance Learning, KNUST, 2021 - Present**

Provision of sustainable financial direction to guard the strategic, operational, and compliance management of the Institute, through:

* continuous provision of strong analytical and forward-looking financial administration leadership;
* constant monitoring of cash flows, and other financial transactions to ensure timely availability of financial resources;
* application of effective budget and budgetary control system to support the attainment of long-term objectives;
* minimisation of audit queries by enforcing compliance with the provisions contained in relevant statutory regulations and legislations such as the the New Public Financial Management Act, 2016 (Act 921), Public Procurement Act, 2003 (Act 663), Internal Revenue Act 2015 (Act 896), and other Regulations;
* timely provision of credible quarterly financial accounts and other management accounting reports to support managerial decision-making;
* regular review of financial controls to ensure prudent application and administration of financial resources;
* timely provision of financial advice to the Management and the Board;
* creation and maintenance of good work relationship with relevant stakeholders; and
* performance of any other relevant managerial support tasks, as appropriate.

**Deputy Finance Officer, College of Health Sciences, KNUST, 2018 - 2021**

Headed the effective and efficient management of the financial resources of the College, through:

* prudent financial administration in accordance with the New Public Financial Management Act, 2016 (Act 921) Procurement Act, 2003 (Act 663), Internal Revenue Act 2015 (Act 896), and other contractual agreements for donor-funded projects;
* preparation of financial accounts to support the managerial decisions;
* liaison with external auditors and coordinated the implementation of recommendations, as appropriate;
* preparation and implementation of practical and responsive budgets, in line with the strategic objectives;
* establishment of procurement committees to promote the adherence to best practices in procurement of goods and services;
* negotiation with spending officers of the various self-accounting units to minimise sub-optimal managerial practices;
* timely presentation of financial accounts to inform managerial decisions;
* regular engagement with other stakeholders to identify and address possible bottlenecks that may strain cordial relationship;
* continual provision of financial consultancy and leadership to both Management and the Board; and
* performance of any other relevant managerial support tasks, as appropriate.

**Senior Accountant, College of Science, KNUST, 2014 - 2018**

Ensured that the College secured financial sustainability through:

* preparation and presentation of quarterly financial reports;
* the establishment of effective financial planning via budgeting and budgetary control systems;
* provision of technical advice to ensure compliance with the relevant laws and regulations in respect to the administration of public funds;
* regular analysis, reporting, and advising on liquidity management;
* provision of financial advice and decision support;
* performance of financial administration support to ensure compliance with relevant statutory regulations and legislations such as the the New Public Financial Management Act, 2016 (Act 921), Public Procurement Act, 2003 (Act 663), Internal Revenue Act 2015 (Act 896), and other Regulations;
* identification and performance of any other relevant supportive tasks, as appropriate.

**Head, University Central Payroll Administration 2010 - 2014**

Successfully applied technical, ethical, human relations, and communication skills to:

* manage the monthly payroll of over 3,500 staff of the University;
* analyse payroll data and advised on key trends and developments;
* coordinate the mapping and migration of the university payroll system onto the universal single spine salary structure (SSSS) of the Government of Ghana;
* ensure full reimbursement of monthly wage bill was made good to the University;
* spearhead negotiations of pricing terms and advised on the suitability of staff loan facilities and schemes to the University Management;
* Lead a lean staff number of six to professionally manage the central university payroll system.

**Part-Time Lecturer, School of Business, (KNUST), 2008 – 2010**

Successfully developed courses, taught and assessed students on semester basis. The courses taught and assessed included:

* Management Accounting (MBA Year 1);
* Cost Accounting System (BBA 3rd Year);
* Financial Statement Analysis (4th Year)
* Accounting Information System (4th Year)

**Audit Senior, John Allotey & Associates, 2007 – 2008**

Played an integral role in planning and reviewing the firm’s schedule of activities, reviewed working papers of audit juniors, and drafted management letters for the consideration of the audit manager.

**Senior Accounting Assistant, Osei Akwasi Boakye Company Limited, 2000 – 2003**

Managed account receivables, account payables, and other general accounting duties as assigned by Management.

## **QUALIFICATIONS AND ACCREDITATIONS**

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**KWAME NKRUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY, 2018 - 2022**

* PhD. Business and Management (Accounting)

**CHARTERED INSTITUE OF INSURANCE (U.K), 2007 - 2007**

Certificates acquired:

* Insurance Law,
* Insurance Underwriting Principles,
* Insurance Claims Handling Processes,

**LONDON SOUTH BANK UNIVERSITY, 2005 - 2007**

Certificate acquired:

* MSc. Accounting with Finance

**HUDDERSFIELD UNIVERSITY BUSINESS SCHOOL, 2003 – 2005**

Certificate acquired:

* ACCA Affiliate

**OXFORD BROOKES UNIVERSITY/ACCA PARTNERSHIP, 2002 – 2002**

Certificate acquired:

* BSc. (Hons.) in Applied Accounting

##### **CONFERENCES/SEMINARS/WORKSHOPS ATTENDED**

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##### SDGs and Universities: Actions Toward KNUST’s Mandate at 70 and beyond Sep, 2021

##### Financial and Project Management workshop, Dakar, Senegal Jan, 2020

##### Best Practice Financial Modelling, New York. May, 2019

* Improving Quality of Higher Education Through Effective Measurement

And Evaluation, QAPU, KNUST, Kumasi. Aug, 2018

* Staff Development Program., Ernst & Young Advisory Services Limited, Accra Jun, 2018
* Sustainable Development of Tertiary Institutions in Ghana amidst Economic

And Security Challenges. Aug, 2015

* An Overview of the Procurement and Financial Administration Act, ACCA Apr, 2014
* Repositioning KNUST as Global Institution: Effective Research as Management

Tool, QAPU, KNUST, Kumasi

* Raising the Standards for 21st Century University Education, QAPU, KNUST Aug, 2012
* Equipping Staff for Leading Change in Academia, QAPU, KNUST, Kumasi. Aug, 2011
* Financial Modelling for Accountants and Finance Officers, ICA-G, Accra Nov, 2010
* International Public Sector Accounting Standards (IPSAS), ICA-G, Accra. Sep, 2010

##### **PROFESSIONAL AND WORK-RELATED ACHIEVEMENTS**

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* Beyond the day-to-day schedule of responsibilities and activities is the urge to identify difficulties in the processes and procedures of the University system of administration and proffer solutions. Examples of some proposals adopted and implemented by the University include:
* the resolution of salary adjustment challenges for Specialist Medical Staff at the University Hospital Services in 2018;
* the harmonization of the administration of Student Association Funds in 2018;
* the mechanization of payroll system for part-time lecturers of KNUST in 2018**;**
* the review of the Housing Policy of the University in 2016.
* On professional level, the following milestones have been achieved:
* the attainment of ACCA membership fellowship status in 2007;
* the attainment of ICAG Membership in the year 2013;
* the best Sectional Head, Finance Office, KNUSTin 2012.

##### **GOVERNANCE EXPERIENCE**

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##### 2019 – 2021, Member, Governing Board of St. Ambrose College of Education;

##### 2018 – present, Chairman, Audit Committee for Juaben Government Hospital;

* 2018 – 2020, Chairman, Parents Teachers Association, Ridge School, Kumasi;
* 2014 – present, Member, Bomso Mission Clinic;
* 2012 – 2014, Management Board Member, KNUST Photocopy Unit;

##### **SERVICE TO COMMITTEES OF THE UNIVERSITY**

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* Chairman, Non-Current Asset Replacement Policy Development Committee;
* Chairman, Non-Current Asset Compilation and Valuation Committee (first-time implementation of IPSAS);
* Members, Re-Constituted KNUST Project Steering Committee (KPSC);

##### Member, Tender Evaluation Committee, KNUST;

##### Member, Committee to Investigate Allegations of Misconduct;

##### Technical Advisor, Evaluation Committee;

##### Technical Advisor, Evaluation Committee;

##### Member, Central University Fee Setting Committee, KNUST;

* Member, KNUST Loans Committee;

##### Member, Salary Structure Review Committee, Ghana Bible College;

##### Member, Senior Members' Condition of Service Review Committee;

##### Member, KNUST Accounting Manual Development Committee;

##### **OTHER ACTIVITIES**

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##### Resource person, 9th Summer School of KNUST on the theme**: "SDGs and Universities: Actions Toward KNUST’s Mandate at 70 and Beyond"**

##### External Assessor for Senior Member (Accountants) Promotion for Takoradi Technical University, and Kumasi Technical University

##### Official Mentor to two Professional Accountants of KNUST

##### Part-time teaching at postgraduate level:

* Strategic Financial Management at IDL, KNUST (2019 – date);
* Investment Appraisal and Decision Analysis, IDL, KNUST (2011 – 2016),
* Management Accounting, IDL, KNUST (2012 – 2016);
* Finance and Financial Reporting in Mphil. Actuarial Science Programme, Department of Mathematics, KNUST (2016 – 2018).

##### **ACADEMIC PUBLICATIONS**

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* Ahinful, G.S., Addo, S., **Boateng, O.F**. and Boakye, D. J. (2017). Accounting Ethics and the Professional Accountant: The Case of Ghana, International Journal of Applied Economics, Finance and Accounting, 1(1), 30-36.
* Ahinful, G.S., **Boateng, O.F**. and Oppong-Boakye, P.K. (2013). Remittances from Abroad: The Ghanaian Household Perspective, International Journal of Business and Social Science, 4(1), 164-170

##### **UNPUBLISHED WORKS (MEMORANDA)**

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* Ahinful, G. S. and Boateng, O. F. (2019).”*'Management of Printing and Stationery Cost”.* Submitted to the Vice-Chancellor, KNUST.
* Boateng, O. F. (2018). *“Addressing the Remuneration Challenges of Part-Time Teaching Staff in KNUST”*. Submitted to the Vice-Chancellor, KNUST.
* Boateng, O. F. and Owusu, B. (2018***).*** *“Engagement and Remuneration of Specialists at the University Hospital”****.*** Submitted to the Vice-Chancellor, KNUST.
* Nsiah, C., Boateng, O. F. and Acheampong, O. (2018) *“Management of Students’ Association Funds”.* Submitted to the Vice-Chancellor, KNUST.
* Nsiah, C., Boateng, O. F., Acheampong, O. and Essien, K. F. (2018) “*Decoupling Job Positions from Ranks in Finance Office”.* Submitted to the Vice-Chancellor, KNUST.
* Boateng, O. F. (2017). *”Social Responsibility of the College”* Submitted to the Provost, College of Health Sciences, KNUST.

##### Boateng, O. F. (2017). *”KNUST Housing Policy: The Challenges and the Way Forward”* Submitted to the Vice-Chancellor, KNUST.

* Boateng, O. F. (2013). “*Trend of non-teaching amounts paid for some Part-time claims”.* Submitted to the Vice-Chancellor, KNUST.
* Boateng, O. F. (2013). *“Slow pace of moving documents across Departments of the University”.* Submitted to the Vice-Chancellor, KNUST.
* Boateng, O. F. (2012). “*Memorandum on Risk Management”.* Submitted to the Chairman, Photocopy Management Board, KNUST.
* Boateng, O. F. (2011). *"Open time-frame" Appointment Letters for Part-Time Lecturers”.* Submitted to Registrar, KNUST.

**REFERENCES**

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1. Professor Christian Agyare

Provost

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Director

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