

CURRICULUM VITAE

Personal Information

Name: Laurence Hitubagira

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Career Objective

Dedicated and detail-oriented Accounting professional with several years of experience in financial management, reporting, and compliance. Seeking to contribute strong accounting skills and accuracy to support organizational financial operations and growth.

Education

Bachelor's Degree in Accounting

University of Lay Adventists of Kigali (ULK)

2012 – 2016

Advanced Level – Accounting

ES Murama

2007 – 2009

Work Experience

Accountant Officer

Saint Antoine Secondary School, Karangazi

2024 – 2025

- Manage financial records and transactions
- Prepare financial reports
- Ensure compliance with financial regulations

Accountant Officer

Ubuzima Nyabwo LTD, Nyagatare

2022 – 2023

- Handled daily accounting operations
- Managed tax declarations and financial documentation
- Assisted in budgeting and reporting

Accountant Officer

DG Mushumba Shop Company Ltd

2014 – 2021

- Maintained accurate accounting records
 - Managed invoices, payments, and bookkeeping
 - Prepared financial statements and reports
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Skills

- Financial Reporting & Bookkeeping
 - Tax Declaration (Irembo, RRA, RSSB) etc...
 - Microsoft Excel
 - Microsoft Word
 - Attention to Detail & Accuracy
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Languages

- Kinyarwanda: Excellent
 - English: Very Good
 - French: Good
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References

Available upon request.