

Solomon Mothlhasedi

Address:

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Summary

Experienced Bookkeeper with accounting qualification, specializing in bookkeeping , SARS Returns , Bookkeeping to trial balance I have worked with a number of computer software's and applications it includes Pastel accounting, QuickBooks , MS Excel , MS Word , MS PowerPoint I pay attention to details and I'm good with Numbers and I am a fast learner I can adapt easily in any given position.

Skill Highlights

- Project management
- Strong decision maker
- Complex problem solver
- Creative design
- Innovative
- Service-focused
- Strong Analytical skills

Experience

Bookkeeper – 02/02/2015 to 07/31/2019

SADMON Projects & Consulting,

- Cooperate with External Auditors in assisting with providing information as and when it is Required.
- SARS Returns and Payroll
- Bookkeeping to Trial Balance
- Calculating UIF and statutory Returns
- Verification of invoices, Inventory and Maintaining the asset Register

(011) 339 - 1000

Education

National Higher certificate: **Accounting - 2007**

Boston City Campus & Business college

Languages

Setswana

English

Zulu , Xhosa , Sotho

Certifications