

KADAM'MANJA JOHN

PHIRI

Chartered Accountant



PERSONAL DETAILS

Gender : Male
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EDUCATION

- NORTH WEST UNIVERSITY
⌚ 2024
MASTERS OF COMMERCE IN ACCOUNTING
- THE FINANCIAL TRAINING COMPANY UK
⌚ 2001
CHARTERED ACCOUNTANT, ACCA (UK)
NQF 8
- UNIVERSITY OF MALAWI THE POLYTECHNIC
⌚ 1998
BACHELOR OF ACCOUNTANCY DEGREE NQF 7



PUBLICATIONS

- APRM Policy Paper and Brief - The State of Corporate Governance in Lesotho: The Case of the Mining and Agricultural Sectors, May 2018



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PERSONAL PROFILE

I am a seasoned professional with extensive expertise in business development, strategic leadership, and organizational management. Currently, I serve as a Licensing Officer at the Association of Chartered Certified Accountants (ACCA), where I drive initiatives to shape the accounting profession in South Africa by fostering strong relationships with key stakeholders. My career has provided me with a deep understanding of finance and strategy, having held roles such as Chief Planning Officer at Charter Quest Financial Training Institute, Finance Director at Afri-Devo (Pty), Director of Tax, Advisory & Assurance at Ndugu Consulting, and Internal Audit Manager at Action Aid International Malawi. These experiences have refined my ability to collaborate with senior executives in making strategic decisions that foster organizational growth and excellence. I am dedicated to utilizing my leadership expertise to innovate and elevate the industries I serve.



CAREER HISTORY

- ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)
⌚ FEB 2024 - CURRENT
LICENSING OFFICER
 - Monitor the standard of workplace training provided to students and members pursuing ACCA qualifications.
 - Collaborate with the Authorisation and Accreditation teams to ensure consistent monitoring of all Approved Employers and Approved Learning Providers.
 - Ensure the evaluation and assessment of workplace training aligns with ACCA standards and guidelines.
 - Maintain oversight of the training practices of ACCA-approved organisations across various geographical locations.
 - Support the continuous improvement and compliance efforts of Approved Employers and Learning Providers.
 - Contribute to the development and refinement of policies and processes related to the licensing and monitoring of training organisations.
 - Assist in the review and approval process for new Approved Employers and Learning Providers.
 - Ensure timely reporting of findings and provide recommendations for improving workplace training quality.
 - Foster strong relationships with stakeholders to promote adherence to ACCA's standards.
 - Provide support and guidance to organisations in meeting licensing and accreditation requirements.
- ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)
⌚ JULY 2018 - FEB 2024
BUSINESS DEVELOPMENT MANAGER
 - Procuring new clients through direct contact, word-of-mouth, and collaboration with the marketing department.
 - Attending networking activities to research and connect with prospective clients.
 - Maintaining meaningful relationships with existing clients to ensure that they are retained.

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PROFESSIONAL SKILLS

- Consistent track record of successfully employing best business practices that improve efficiency, reduce operating costs whilst increasing productivity, all to tight time scales and within budget.
- Making sure that operations run smoothly and according to company policy.
- Demonstrated success in product launches and end-to-end execution of marketing strategies.
- Effective leadership skills.
- Planning, directing and coordinating various aspects of the business.
- Proven ability to grow a business



PROJECTS

- Corporate Governance Specialist – A Specialized Agency of the African Union (AU), the African Peer Review Mechanism (APRM) was initiated in 2002 and established in 2003 by the African Union in the framework of the implementation of the New Partnership for Africa's Development (NEPAD).
- Afri-Devo secured funding from NEF and Standard Bank for the property development projects to the tune of R 15 Million .As a consultant the process was fast-tracked due to strengthened internal
- control systems in operations and finance and clearing of all outstanding compliance issues.



ATTRIBUTES

- Strategist
- Technological
- Articulate
- Catalyst
- Organised
- Meticulous
- Procedural
- Innovative



COMPUTER PROFICIENCY

- MS Word
- MS PowerPoint
- MS Outlook
- MS Excel
- Internet

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CAREER HISTORY

- Suggesting upgrades or added products and services that may be of interest to clients.
- Crafting business proposals and contracts to draw in more revenue from clients.
- Negotiating with clients to secure the most attractive prices.
- Equipping staff with the technical and social skills needed to enhance sales.
- Reviewing clients feedback and implementing necessary changes.
- Remaining in tune with trends in the sector to ensure that our offerings remain relevant.

CHARTER QUEST FINANCIAL TRAINING INSTITUTE

1 MARCH 2016 - JUNE 2018

CHIEF PLANNING OFFICER

- Developing inclusive strategic plan and strategy by collaborating with leadership team, board and executive.
- Analyzing market dynamics, market share changes product line performance and competitive intelligence.
- Ensuring suitable metrics are in place to measure performance and progress.
- Monitoring execution of business initiatives.
- Provide the CEO with evidence-based decision support and thought leadership.
- Grow existing and new education offerings to increase profitability and value for money.

Reason for leaving : Head hunted by ACCA

AFRI-DEVO (PTY) LIMITED

1 MAY 2015 – FEBRUARY 2016

FINANCE DIRECTOR

The role was an essential part of the leadership team to provide strategic financial and operational input to the executive board and play a key role in the decision-making process. The role supervised 5 middle managers and ensured the provision of support services (Finance, IT, HR, Legal and Office Services) is of a high standard and enabled the business to meet its objectives of providing its clients, and staff with responsive end to end business systems and timely, accurate financial information.

- Deliver a strong control environment and ensure adherence to relevant regulatory requirements –Tax, GAAP and IFRS
- Develop performance management tools to ensure a strategy and performance driven organization
- Actively monitor and report the risk profile of new business prospects and projects
- Manage the business planning, budgeting and forecasting process
- Responsible for maintaining the integrity of the accounting and reporting systems
- Provide commercial input on project reviews
- Recruiting, training, retaining, managing and leading the team

Reason for leaving : End of short-term contract

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CAREER HISTORY

NDUGU CONSULTING

1 MAY 2012 – APRIL 2015

DIRECTOR – TAX, ADVISORY & ASSURANCE

The role of the director is responsible for conducting needs assessments, client consultation building and maintaining relationships, training and ongoing client support and follow-up.

- Business Development- seek new opportunities ,products and services.
- Leading on the implementation of key consulting and auditing projects.
- Provide technical input and advisory guidance on all projects internally and externally.
- Enhancing Public Relations and Marketing.
- Developing and responding to tenders with technical and financial proposals.
- Recruiting, training, retaining, managing and leading the team;

End of specific client tied contracts to the role

NATIONAL CONSTRUCTION INDUSTRY COUNCIL

1 MARCH 2009 - APRIL 2012

FINANCE DIRECTOR

- Direct and monitor all financial activity of the organization
- Manage company cash flow
- Outline and implement company-wide budget plans
- Prepare company financial statements monthly and annually, as needed
- Oversee all accounting work and set up internal and external audits to ensure the accuracy of information
- Use data analysis to strategically forecast financial trends
- Work with and advise the investment team on solid financial decision making to increase profits and minimize losses
- Provide strategic financial planning advice to upper management for long-term growth

Reason for leaving : End of contract and relocating to South Africa

ACTION AID INTERNATIONAL MALAWI

1 JUNE 2006 – MARCH 2009

INTERNAL AUDIT MANAGER

- Preparing and executing operational and monetary audits
- Developing references and reports centered on audits and offering the concepts to management
- Ascertaining business process threats
- Developing professional development procedures for the low-ranking staff of the organisation
- Organising and distributing resources and manpower in harmony with abilities and schedules

Reason for leaving : Career Growth

NICO HOLDINGS LTD

1 MAY 2005 – MAY 2006

ASSISTANT MANAGER INTERNAL AUDIT

- Perform and control the full audit cycle including risk management and control management over operations' effectiveness financial reliability and compliance with all applicable directives and regulations
- Determine internal audit scope and develop annual plans
- Obtain, analyse and evaluate accounting documentation, previous reports, data, flowcharts.
- Prepare and present reports that reflect audit's results and document process
- Act as an objective source of independent advice to ensure validity, legality and goal achievement
- Identify loopholes and recommend risk aversion measures and cost savings
- Maintain open communication with management and audit committee
- Document process and prepare audit findings memorandum

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CAREER HISTORY

KPMG MALAWI

1 SEPTEMBER 2003 – APRIL 2005

AUDIT SENIOR

- Identify risk matters to the business
- Schedule, plan and complete risk-based internal audits
- Report and present findings to the business, making recommendations for solutions and improvements to policies and procedures
- Understand the commercial objectives of the business and the impact made by internal audit
- Liaise with client finance director or company directors
- Liaise with external advisors as needed
- Plan and deliver internal audits of determined business area or department
- Ensure the business complies with all relevant internal requirements, industry regulations and government legislation



PERSONALITY TRAITS

- Able to work closely with the sales team to develop sales tools and training packages for key staff.
- Developing and managing customer care programs for improved sales success.
- Developing content for product and company collateral.
- Ability to chase up new business opportunities.
- Increasing brand awareness and bringing in new customers.
- Maintaining relationships with key clients.
- Excellent lead generation and development skills.



CAREER HIGHLIGHTS

Governance:

- I have served as a board member for ACCA South Africa an advisory role for the implementation of ACCA global strategy looking at the integration of governance and political economy issues, organization and institutional analysis, fragility and change management.
- I also served on the ACCA Malawi and ICAM boards on the public sector and business regulatory sub-committees.

Institutional Development:

- Responsible for the setting up of a fully-fledged internal audit department at Action Aid International Malawi and related

Strategy Development:

- I facilitated the setting up of a governance & risk management framework for the Action Aid Malawi and NICO Holdings Ltd.

Systems Development:

- I successfully implemented Microsoft Navision ERP system NCIC including automation and integration of registration and financial accounting which reduced processing times by 30 % and increased revenue by 40%.

Policy Development:

- I introduced manual invoicing of annual subscriptions in the first year of my tenure that grew registration fees by 40% and developed a credit management policy for the hiring of plant and equipment which reduced default by 60%.

Governance & Industry Regulation:

- Technical inputs to ACCA South Africa official position on the King IV, fiscal annual budget, tax policy, accounting and auditing regulatory issues and ethics.

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CAREER HIGHLIGHTS

- ACCA Malawi policy review team on the Companies Act and Code of Corporate Governance using King III code.

Policy Development and Discussion:

- I participated in the discussion for ACCA Malawi as a corporate governance lead of the Economic and Social Research Council (ESRC)

Financial Management:

- I obtained clean audit report for my tenure as finance director at the regulator due to stringent regulatory adherence and robust financial management systems as part of the governance structure.



REFERENCES

● PORTIA TSAKANE MKHABELA
Cluster Head of ACCA Southern Africa
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● DR MCBRIDE NKHALAMBA
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Review Mechanism (APRM)
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