

# Curriculum Vitae

## Jacqueline Busingye - FCCA

### Summary

Jacqueline is a Certified Public Accountant of Uganda (Member No.323), a Fellow of The Association of Chartered Certified Accountants - UK (Member No.0045412) and a member of the Institute of Internal Auditors – USA (Member No.144317). Jacqueline also holds a Post Graduate Diploma in Business Administration from University of Leicester. She studied and worked in UK for 10 years, after which she returned to Uganda and worked for KPMG and Diamond Trust Bank before starting her own practice in 2014. She is Managing Director of both Kampala Accountancy Bureau (KAB) Ltd and The College for Professional Development (CPD) Ltd. Jacqueline is also Mango Associate/Consultant

Jacqueline has also served on several boards and has also worked as a board secretary; arranging board papers and taking minutes. She has been in self-employment for 15 years now, running her own businesses that include a business college, a consultancy firm, beauty salons (2) and farming.

**Date of Birth:** 28<sup>th</sup> July 1967

**Nationality:** Ugandan

**Sex:** Female

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**Qualifications:** Fellow of the Association of Chartered Certified Public Accountants (FCCA), Certified Public Accountant of Uganda (CPAU), Post Graduate Diploma in Business Administration – University of Leicester, Association of Accounting Technician (AAT)

### Full time education:

2013 – 2015	University of Leicester - UK <b>Post Graduate Diploma in Business Administration</b>
1995 – 1998	Emile Woolf Colleges, UK <b>The Association of Chartered Certified Accountants (ACCA), UK</b>
1992 – 1994	South Thames College – Tooting Broadway, UK <b>The Association of Accounting Technician (AAT), UK</b>
1986 – 1988	Nabisunsa Girls School <b>Uganda Advanced Certificate of Education (U.A.C.E)</b>
1981 – 1985	Gayaza High School <b>Uganda Certificate of Education (U.C.E)</b>

# **Board Membership**

## **Current Boards**

Board Member and Chairperson of the Finance & Audit Committee, Trade Mark East Africa (TMEA).

Board Secretary; Uganda Gatsby Trust (UGT)

Alternate Board Member, Entrepreneurs Financial Centre (EFC). EFC is a Deposit-taking Institution and Board members are vetted by Bank of Uganda.

Board Member and Chairperson of the Board Audit Committee, Mbale Resort Hotel

Member of the Audit committee, Hospice Africa – Uganda.

Member of the Disciplinary and Ethics Committee - The Institute of Certified Public Accountant of Uganda (ICPAU)

## **Past Boards**

Chairman, Uganda Road Fund (URF) for 1 year and 6 months.

Board Member and Chairperson of the Board Audit Committee, Uganda Road Fund (URF) for 4 years and 6 months.

Board Member & Chair to the Finance Committee, Hashi Energy (U) Ltd

Board Member and member of the Finance Committee, Uganda Health Marketing Group (UHMG)

Council Member and Chairperson of the Disciplinary and Ethics Committee - The Institute of Certified Public Accountant of Uganda (ICPAU)

## **Key Competencies:**

- Professional and technical competence in accounting and auditing
- Self-discipline and professional work ethics including integrity, honesty, objectivity and interpersonal skills.
- Strong team player with a high sense of organisation and orderliness.
- Good numerical and analytical skills.
- Monitoring and evaluation of donor funded projects.
- Trainer in Financial management for non-finance personnel
- Computer literate and able to use spreadsheets
- Strong report writing ability
- Good communication skills

## Employment History:

Date	Position	Organisation/Assignments
April 04 – to date	Managing Director	<p><b>The College for Professional Development (CPD) Ltd</b>            CPD is a training Institute that trains in accounting and audit courses. It is also affiliated to MUBS and registered by NCHE, with its head office in Kampala and branches in Arua, Gulu, Kayunga and Mityana. The college currently has over 200 students on different courses.</p> <p>Jacqueline is the face and contact for CPD, in charge of planning for the courses taught, recruitment of lecturers, supervision of the quality of the work and financial management of the company.</p> <p>She also trains on the ACCA and CPA programmes to remain technically up to date.</p>
August 08 – to date	Managing Director	<p><b>Kampala Accountancy Bureau (KAB) Ltd</b>            KAB is a Consultancy Firm. Jacqueline is in charge of the financial management of the firm.</p> <p>She leads teams to carry out assignments in the areas of Internal Audit, tax consultancies, drafting of financial manuals, training client’s staff on financial matters, setting up internal control systems and several other assignments for both NGO and private companies.</p> <p>The firm also has a Diplomatic Mission that outsourced its accounting function to us for more than 4 years to date.</p>
Jan 05 - Nov 15	Partner	<p><b>AA&amp;L Associates - Certified Public Accountants.</b>            AA&amp;L was one of the leading firms till November last year when it merged with PKF to be able to offer better services – the audit part is what was merged. We maintained the tax and the consultancy side undertaken under KAB. The firm’s clientele included Gov’t Institutions, NGO’s and Private companies.</p> <p>The work carried out included:</p> <ul style="list-style-type: none"> <li>▪ Planning, organising and coordinating audits;</li> <li>▪ Evaluating internal control systems;</li> <li>▪ Determining the accuracy and reliability of financial information and other disclosures;</li> <li>▪ Directing and guiding audit assistants on the performance of audit engagements;</li> <li>▪ Preparation of financial statements in accordance with IFRS</li> <li>▪ Assessing compliance of laws &amp; regulations to donor requirements;</li> <li>▪ Risk identification, analysis and management;</li> <li>▪ Inventory counts</li> <li>▪ Signing off files and audit reports.</li> </ul>

June 04 - Dec 05	Partner	<p><b>Muyanja Lwanga &amp; Company - Certified Public Accountants.</b></p> <p>This firm was merged with AA&amp;L Associates and the assignments/tasks were similar to those under AA&amp;L above.</p>
July 02 - May 04	Finance Manager	<p><b>Diamond Trust Bank</b></p> <p>Jacqueline was in charge of setting up the Finance Department. Duties included:</p> <ul style="list-style-type: none"> <li>▪ Preparation of Financial Statements in accordance with IFRS's,</li> <li>▪ Regular reporting to regional and head office</li> <li>▪ Preparation of central bank reports,</li> <li>▪ Coordinating of all branch activities, and</li> <li>▪ Training finance and accounting staff.</li> <li>▪ Management of taxes and Fixed Assets register</li> <li>▪ Budgeting</li> <li>▪ Attending board meetings and making board papers on the finance department</li> </ul>
July 99 – June 02	Audit Senior	<p><b>KPMG</b></p> <p>Jacqueline carried out external audits that mainly covered banks, NGO's Gov't agencies, and private companies. The activities included:</p> <ul style="list-style-type: none"> <li>▪ Planning, organizing and coordinating the audits;</li> <li>▪ Evaluating internal control systems;</li> <li>▪ Determining the accuracy and reliability of financial information and other disclosures;</li> <li>▪ Directing and guiding audit assistants on the performance of audit engagements;</li> <li>▪ Preparation of financial statements in accordance with IFRS</li> <li>▪ Assessing compliance of laws &amp; regulations to donor requirements;</li> <li>▪ Inventory counts</li> <li>▪ Corporate Recovery; Jacqueline was the second in command in recovering debts from the banks that had closed at the time - Greenland and ICB.</li> </ul>
Jan 95 – Dec 98	Assist. Finance Manager	<p><b>Roehampton Club – UK</b></p> <p>This is an exclusive and private sports club. Staff that work here are stringently vetted before being employed. Jacqueline was recruited as an assistant finance manager, and 9 months after that, the Finance Manager went on maternity leaving her in charge of the finance department. The duties included:</p> <ul style="list-style-type: none"> <li>▪ Managing the payroll system of more than 200 employees</li> <li>▪ Managing 5 people reporting to me including the sales and purchases ledger clerks, 2 payroll clerk and Administration Assistant</li> <li>▪ Full responsibility for preparing statutory accounts for the club with over 10 busy departments ready for audit. This included preparing audit schedules such as fixed assets, stock, bank and cash, accruals, prepayments, deferred income, debtors, creditors, and investments</li> </ul>

		<ul style="list-style-type: none"> <li>▪ Preparation of the club's annual budget and management accounts, Treasury management, investment portfolio, fund management, managing the Club's insurances, etc.</li> <li>▪ Preparation of VAT annual adjustments and partial exemption adjustments, review quarterly payroll returns and year- end returns and figures for statutory accounts</li> <li>▪ Reviewed the procedures' manual for the finance department</li> </ul>
Mar 90- Dec 94	Several Positions in Finance & Accounting	<p><b>Reed &amp; Hays Accountancy</b></p> <p>For 4 years, Jacqueline worked in UK carrying out different roles in accounting and audit for many organizations that were contracted by Reed and Hays Accountancy outsourcing firms. This covered all areas in accounting from filing, recording transactions, reconciliations, management of debtors' databases, maintenance of fixed asset registers, liaising with external auditors, maintenance of payroll and cash books, payment to suppliers, cash flow forecasting, budgeting and many other administrative duties in a typical accounting role.</p>

### Main Achievements:

- Jacqueline saved the **Diamond Trust Bank** a tax bill of Ushs 300 million arising from a tax audit. The URA was misunderstanding taxing of Bonus Issues which I personally cleared with the Commissioner General at the time and obtained a private ruling.
- While at **Roehampton Club**, Jacqueline recommended and supervised installation of an automated payment system called BACS to deal with employees and suppliers' payments. The club had a manual system that was very tedious and time consuming. She also stepped in as a Finance manager for 15 months when her superior was on maternity leave. This involved dealing with the audit for the year ending December 1998 and all audit queries; the club got an unqualified audit opinion.
- At an early age of 21, Jacqueline was already living on her own in a very big city (London), paying her way and undertaking tough accounting professional courses – AAT and later ACCA.

### Referees:

Aggrey Kankunda (FCCA) – Managing Director ; Goldstead Associates: [aggkank@gmail.com](mailto:aggkank@gmail.com)

Dr. Twaha Kaawaase – Partner, Sejjaaka, Kaawaase & Co. CPAs: [Twaha1963@gmail.com](mailto:Twaha1963@gmail.com)

Mabel Birungi (FCCA) – Chief Finance Officer: [mabelb\\_2003@yahoo.com](mailto:mabelb_2003@yahoo.com)