

CURRICULUM VITAE

JENNIFER AKUA NYARKO ANDOH

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EDUCATION

2022- date	PhD. Business Administration University of Cape Town, Graduate School of Business
2012-2015	MSc. Business Administration (Finance); Distinction Ghana Institute of Management and Public Administration (GIMPA), Accra – Ghana
2007 – 2011	BSc. Business Administration (Accounting); First Class Honours Kwame Nkrumah University of Science and Technology, Kumasi – Ghana
2004 – 2007	West African Secondary School Certificate Examination (WASSCE) Achimota School, Accra – Ghana

ACADEMIC APPOINTMENTS

Sep 2016 - Date	GIMPA Business School – Fulltime Lecturer Ghana Institute of Management and Public Administration (GIMPA), Accra – Ghana • Courses Taught (Undergraduate and Diploma Level) – Financial Management, Research Methods and Accounting Foundations
Sep 2015 – Jun 2016	GIMPA Business School – Adjunct Lecturer Ghana Institute of Management and Public Administration (GIMPA), Accra – Ghana • Courses Taught (Undergraduate and Diploma Level) – Financial Management, Quantitative methods and Business Mathematics

PROFESSIONAL EXPERIENCE/ PREVIOUS POSITIONS HELD

Aug. 2012 – Dec. 2014	Graduate Assistant – GIMPA Business School, Accra – Ghana • Worked as part of a team to develop the GIMPA Business School strategic plan (2014 – 2018) • Assisted the business school in administering and collection of time sheets before the commencement of lectures and after lectures. • Assisted assigned lecturers in various capacities as and when needed.
Nov 2011 – Jul 2012	National Service Personnel - SIC Insurance Company Limited (Accounts Department), Accra – Ghana • Assisted in passing of entries on payment and journal vouchers, writing of payment vouchers and handling of indent (Proforma Invoices) • Registered cheques for clients and prepared Agent Commission vouchers for payments. • Captured documents into the system (Orion) Accounting Software.
Jun – Jul 2010	Internship (Accounts Personnel) - SIC Insurance Company Limited • Assisted in the passing of entries on payment and journal vouchers and in the capturing of data into the firm's accounting software (Orion). • Assisted in some manual bank reconciliation tasks.
Mar 2009 – Mar 2011	Financial Secretary - Builders' Christian Fellowship, KNUST • Prepared financial statements weekly and presented it to the leadership at the fellowship's weekly meetings. • Responsible for keeping records of all cashflows – incomes and expenditure.

- Prepared final budgets for special programmes organized by the fellowship.
- Disbursed money for purchases of items needed by the fellowship or funding of project.

PROFESSIONAL QUALIFICATION/ CERTIFICATION

Dec 2013 – date	Association of Chartered Certified Accountants (ACCA) Currently Completing Part 2 of 3 levels of this professional course
Jun – Sep 2011	Ghana Securities Industry Certificate - Ghana Stock Exchange (GSE) Securities Course Attended the following courses & passed mandatory examinations by GSE in: Introduction to Investment, Fundamentals of Finance and Financial Markets, Securities Trading and Investment Advisory Techniques, Investment Analysis and Portfolio Management, Corporate Finance, Legal & Regulatory Framework & Supervision

RESEARCH EXPERIENCE

Feb – Dec 2014	Graduate/ Research Assistant at the GIMPA Centre for Impact Investing (GCII), Ghana Institute of Management and Public Administration (GIMPA); Accra - Ghana
Responsibilities	Key responsibilities undertaken in various capacities included: • Collected primary data aimed at assessing the contribution of entities involved in the concept of impact investing in Ghana and co-authored the final case study for the Centre. • Attended stakeholder meetings and performed administrative duties on behalf of the Centre

SKILLS AND COMPETENCIES

- Excellent research skills
- Competency in the use of research softwares such as Eviews
- Excellent computing skills – Microsoft Office Applications and good typing skills with a speed of about 40WPM
- Excellent Business communication skills – can easily interact with people

RESEARCH PUBLICATIONS

Sulemana, I., Nketiah-Amponsah, E., Codjoe, E. A., & Andoh, J. A. N. (2019). Urbanization and income inequality in Sub-Saharan Africa. *Sustainable Cities and Society*, 48, 101544.

Andoh, J. A., Abugri, B. A., & Anarfo, E. B. (2023). Board Characteristics and performance of listed firms in Ghana. *Corporate Governance: The International Journal of Business in Society*, 23(1), 43-71.

CONFERENCES/ WORKSHOPS

- **2022 Global Development Finance Conference**
- **2022 Virtual African Finance Association Conference**
- **European Finance Association(EFA) Virtual Annual Conference (August 2020)**
- **E-Learning Workshop (July 2020)** : Organized by GIMPA and facilitated by consultants from Toronto and London
- **Training programme in Turnitin (April 2018):** Organized by GIMPA with facilitators from University of Ghana, Legon
- **Academic Publishing Seminar (January 2018)** :Organized by Nobel International Business School (NIBS), Ghana
- **Academic Publishing Seminar(January 2018):** Organized by Ghana Institute of Management and Public Administration (GIMPA) and facilitated by Prof. Alistair Anderson (from Robert Gordon University)

AWARDS

Ghana Institute of Management and Public Administration (GIMPA)	• Best Graduating Student for MSc Business Administration	June 2015
	• Graduate Assistantship for MSc Finance Programme	Aug 2012 – Dec 2015
Achimota School	• Received the AKUA KUENYEHIA AWARD for the best female candidate in the General Arts programme for WASSCE 2007	Sep 2007
	• Awarded a Government scholarship (by merit) for the three-year period in secondary school based on outstanding performance in first year	Sep 2005

EXTENSION SERVICE AT GIMPA

May 2018 – 2022	Member and Secretary, Strategic Planning Committee of the GIMPA Business School
Sep 2019 - 2022	Member, School Marketing and Promotions Committee

SERVICE TO PROFESSION

Peer reviewer activities (*International Journal of Finance and Economics, Corporate Governance: The international journal of business in society*)

REFEREES

Available upon request.