Michael Osei Yeboah

Accountant / Administrator · Financial Reporting · Web & App Development

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PROFILE

Accounting graduate (BSc, University of Ghana) working as Accountant / Administrator at Deseret School of Design. I combine finance and administration with practical web development and graphic design: I build tools that turn financial and operational data into clear reports, and I design the material that presents them.

EXPERIENCE

Founder & CEO — Present

TREADCo Group of Companies, Accra

- Founded and lead a group of three companies: TREADCo (digital solutions for business and growth), TREADMo (finance and growth solutions) and TREADCo Technologies (AI automation, fintech and data products).
- Set up the group's brand identities and business documents, and lead product development.
- Designed and built working versions of seven TREADCo Technologies products for Ghanaian businesses, each with a free trial, Paystack subscriptions and an admin console: SchoolHub (school management), MoMo Reconcile, Tax Helper (VAT, PAYE and SSNIT), Rent Manager, a WhatsApp business assistant, a Business Dashboard and Website in 7 Days.
- Built a central dashboard that tracks subscription payments across all the products.

Accountant / Administrator — Present

Deseret School of Design, North Legon, Accra

- Manage day-to-day school administration, bookkeeping, financial reconciliation and financial reporting.
- Maintain and oversee the school's accounts, ensuring accuracy in budgeting, expense tracking and variance analysis.
- Bridge finance and technology by building internal tools, web apps and data-driven dashboards that streamline operations and financial tracking.

Administrative Manager — 2021 – 2024

Delivery on Demand (Jumia outlet), Dome, Accra

- Managed the outlet's day-to-day administration, records and staff coordination.
- Supported order and delivery operations for Jumia customers.

Intern, State Lands — 2024

Lands Commission, Ghana

- Worked with State Lands files: organising, updating and retrieving land records for officers.

EDUCATION

BSc Accounting — 2021 – 2025

University of Ghana, Legon

SKILLS

Finance & accounting:
Bookkeeping, reconciliation, financial statements, budgeting, variance analysis

Reporting:
Microsoft Excel, Pivot tables, KPI design, Data visualisation

Web development:
HTML, CSS, JavaScript, Git

App development:
React / Next.js, Node.js, REST APIs, SQL databases, Installable web apps (PWA), Paystack payments

Graphic design:
Photoshop, Illustrator, Canva

Administration:
Documentation, data cleaning and analysis, Microsoft Office

ADDITIONAL

Languages:
English (fluent), Twi (native), French (basic)

References:
Available on request.

WASSCE
2015 – 2018

Oyoko Methodist Senior High School

LEADERSHIP

Financial Secretary
2024 – 2025

University of Ghana

- Led budgeting, financial record keeping and resource allocation for organisation events.
- Ensured fiscal accountability by keeping clear ledgers and presenting periodic financial summaries to the executive board.

Organizing Secretary
2023 – 2024

University of Ghana

- Directed planning and logistics for major campus events, conferences and student programmes.

COURSES & LEARNING

Chartered Accountancy (ICAG)
In progress

Institute of Chartered Accountants, Ghana

- Professional accountancy training and examinations.

Business Intelligence & Advanced Excel
2026

Nexus BI Excel School

- 12-week programme in business intelligence and advanced spreadsheet analysis.

Professional Development Programme

ALX Africa

- Career development and technical training.

SELECTED PROJECTS

TREADCO SchoolHub — School Management SaaS (in development)
Subscription app for private schools: admissions, fees with receipts and online payment, attendance, report cards, payroll (SSNIT, PAYE), term closing, safe pickup and a bursar's budget and profit view. Next.js, Paystack.

MoMo Reconcile & Tax Helper (in development)
Matches MTN MoMo statements against sales records and flags gaps; prepares VAT returns under the VAT Act 2025 and PAYE/SSNIT payroll for the accountant to check.

Sika — Fintech App (beta testing)
Ghana fintech app: wallets, P2P transfers, mobile money and bill payments on a double-entry ledger. Next.js, TypeScript, Express, PostgreSQL, Paystack.

St. Peter's Mission Schools — Website & Staff Portal (in progress)
Role-based portal for students, attendance, grades, fees, payroll, expenses, P&L and balance sheet. JavaScript, Node.js, SQLite.

Financial Reporting Dashboard — SME Finance
Sales, expenses, net profit and cash / mobile money / bank balances for small businesses, with PDF and Excel export.

BIZWISE — Business Finance App (in development)
Sales, customer invoices, order tracking, inventory and finances for small businesses, with exact pesewa totals. Node.js, Express, SQLite.

Personal Portfolio Website
Responsive, accessible portfolio designed and hand-coded in HTML, CSS and JavaScript.