

MANAGEMENT ACCOUNTANT

UNIVERSITY OF WALES TRINITY
SAINT DAVID

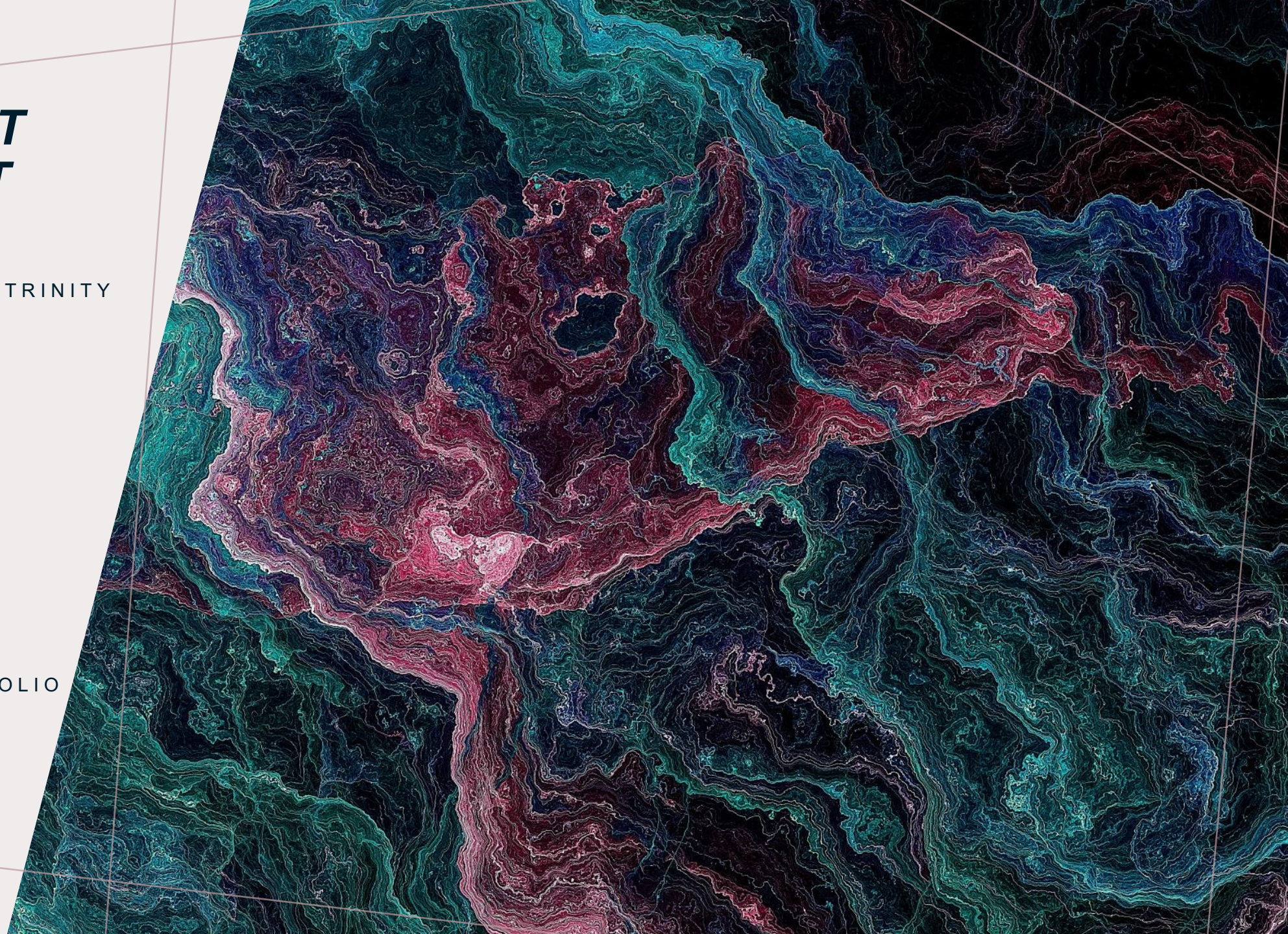
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HELIO DE PINA GOMES

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BMSW4001

ACE PRACTICAL PORTFOLIO





WHO THEY ARE AND WHAT THEY DO?

- Different from a regular accountant that investigates the past, management accountants look to the future.
- Accounting and management skills.
- Help maintain consistency, increase the value and profits of a business.
- Keep, inspect and check financial records for organizations.
- Set realistic goals and show efficiency directing company resources to assist business operations by making well-informed business decisions.
- Wide range of work sectors: health, retail, technology, tourism and banking.

EMPLOYABILITY SKILLS I HAVE

- Time management

Time is the most precious possessions we have and being able to manage it will let me to work smarter instead of harder.

I thought I was good at use time effectively until I found methods and tools that helped me improve my planning and organization.

They are very important because management accountants have a high number of periodical statements to do, and a good method to have everything delivered on time is by using the Eisenhower matrix, this will allow you to divide your tasks by importance and urgency.

A great tool I have been using is the to-do lists which allow me to break down a big goal into little tasks. If you complete them all you will achieve your goal and for each task you complete the goal will look more achievable what gives you the motivation to keep going.

By reading Eat that frog! I learned that procrastination is an obstacle to your full potential and that 20% of what we do account for 80% of the results also called the “Pareto Principle”, so now on everything I do I try to find those 20%. (Tracy B.,2004,pg.18)



Employability skills I have (continuation)

- Analytical thinking

The same way to-do lists break a big goal into small tasks, analytical thinking breaks down complex information into little parts.

I always liked to play chess, do sudoku or crosswords but I never thought that those activities would improve my analytical thinking skills by boosting my brainpower.

Problem-solving skills is an example of analytical thinking, and in my opinion, is the most important skills for management accountants as solving problems of a company is the main reason they are paid for.

As a daily reader, I am looking for a book club I can join, to be able to debate ideas, share the content of books and ask for recommendations.

EMPLOYABILITY SKILL I NEED

- Public speaking

I am an introverted character and public speaking is one of my weaknesses.

It doesn't exist no formula to become a great speaker, the one quality good speakers have in common is the capability of transferring into listeners' mind an idea.

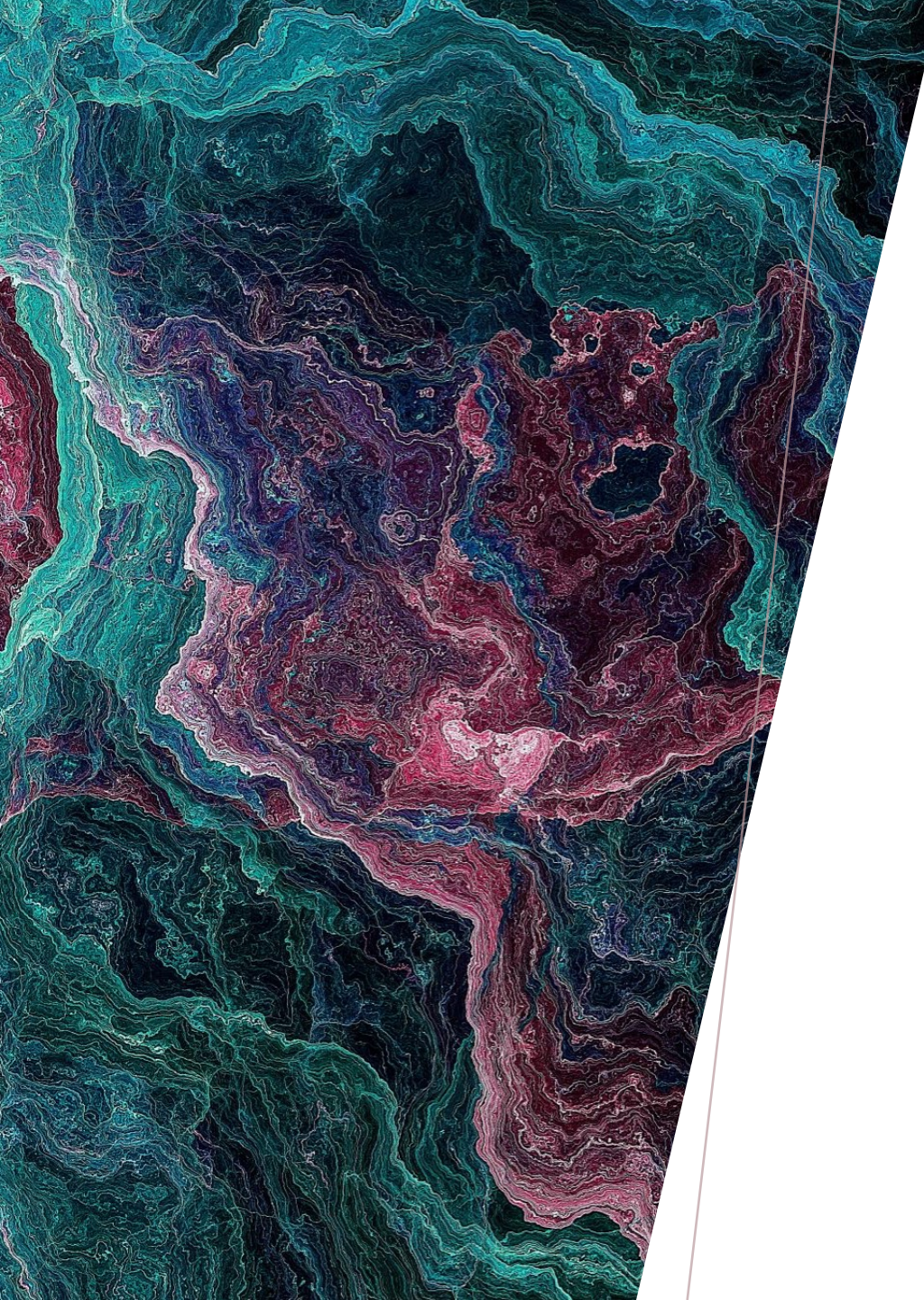
An idea is a pattern of information that form your personal worldview.

If transferred in the right way, ideas can change permanently how others view the world which can impact their future actions. To do it they need to :

1. Limit your talk to a major idea
2. Make audience curious
3. Explain the idea with concepts everyone can understand
4. Aim always that your idea will help someone



“Ideas are the most powerful force shaping human culture”(Anderson C.,2016)



CONCLUSION

Management accountants are professionals that assist businesses in money management, competitive disadvantage and business decisions. By having time management skills, I can be confident that I will complete all my tasks on time and my analytical thinking can improve the quality of my decision-making advices to the organization.

On the other hand, my public speaking skills will decrease the chance of listeners understanding my idea or point of view and probably not being confident of using my strategies.

So, for personal and professional development, I compromised myself to plan my year and month in advance, read more, join a book club and practising my public speaking as much as possible.

With that strong arsenal I will become one of the best in my field.

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