

THE LIMA DIGEST

JULY 2023 / VOL. 7



UPCOMING DEADLINES

PAY AS YOU EARN (PAYE), JUNE - GRA	15 TH JULY 2023
WITHHOLDING TAX, JUNE - GRA	15 TH JULY 2023
VALUE ADDED TAX, JUNE- GRA	31 ST JULY 2023
ANNUAL RETURNS (EXTENSION) - ORC	30 TH SEPT. 2023

OTHER AVAILABLE DOCUMENTS



THE LIMA DIGEST, VOL 6



THE GHANA BANKING INDUSTRY REPORT 2023



2023 BUDGET REVIEW

ACE THAT INTERVIEW

Are you actively seeking new job opportunities and preparing for upcoming interviews? Landing an interview is an exciting step in your job search, but it can also be nerve-wracking if you are unprepared. To help you succeed in your next interview, we have compiled a list of essential tips to follow before and during the interview process. From email communication to your appearance and conduct during the interview, these pointers will significantly improve your chances of leaving a lasting impression on the recruiters.

BEFORE THE INTERVIEW:

- An active email address:** When contacting potential employers, your email address is frequently the first point of contact. Make sure the email address on your resume is current and appropriate. To avoid giving the wrong impression, avoid using obsolete or unusual email addresses.
- Regularly check your emails:** After submitting an application for a job, make it a practice to check your email inbox. For scheduling interviews and other updates, many businesses prefer email contact.
- Consistency in email address:** Use the same email address used in your application in your resume if at all possible. By doing this, you can maintain consistency and make it simpler for hiring managers to recognize your application.
- Active mobile phone:** Make sure you remove any inactive phone numbers from your CV and keep your personal mobile phone in use. This ensures recruiters can get in touch with you right away if necessary.
- Punctuality is key:** Be prompt for the interview. In fact, showing up a few minutes early can impress the interviewers by demonstrating your professionalism and zeal.
- Check spam folder:** Check your email's spam or junk folder frequently to make sure you don't miss any potential messages from recruiters.
- Include referees on your CV:** It can be advantageous to provide references on your resume because some employers may opt to contact references even before shortlisting applicants.
- Know your CV inside out:** Be organized and knowledgeable about the information on your resume. Be aware of your tasks, dates, and roles because inquiries about your past employment may be asked of you during the interview.

APPEARANCE:

During an interview, your appearance plays a significant role in creating a positive first impression. Here are some essential tips to ensure you look your best:

- Dress neatly:** Choose a crisp white shirt and a classy tie for this classic attire. If you decide to wear a jacket, make sure it looks good on you and fits nicely.
- Avoid oversized jackets:** Wearing an oversized jacket can give an unprofessional and untidy appearance. Make sure your clothes complement your appearance and fits well.
- Choose subtle colors:** Avoid excessively colorful shirts or dresses that might distract the interviewers. Stick to muted and professional colors that convey a sense of sophistication.

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4. Coordinate your outfit: When wearing shirts and ties, stay away from clashing patterns, such as striped shirts and multicolored ties. Choose color choices that are both aesthetically pleasant and unnoticeable.

THINGS TO AVOID:

During the interview, some actions and behaviors may hinder your chances of securing the job. Steer clear off the following:

- 1. Arriving late:** Punctuality is essential for making a good impression. Arriving late may reflect poorly on your time management skills and commitment.
- 2. Criticizing previous employers:** Speaking negatively about your previous employers is a red flag for recruiters. Focus on highlighting positive experiences and lessons learned instead.
- 3. Over-explaining yourself:** Provide clear, assured responses to questions. Over-explaining could give the impression that you are uncertain or insecure about your skills.
- 4. Poor body language:** Throughout the interview, keep a straight posture, make eye contact, and employ confident body language. These subtle cues show how confident and professional you are.
- 5. Avoid using mobile phones:** Using your phone while being interviewed is disrespectful and unprofessional. Throughout the interview process, keep it off or on silent.
- 6. Lack of research on the company:** Get to know the history, core principles, and most recent accomplishments of the organization. Showing off your expertise demonstrates commitment and sincere interest.

7. Having no questions to ask: Make a list of well-thought-out inquiries to make to the interviewer. This displays your interest and desire to find out more about the organization and the position.

8. Lacking proper command of the English language: During the interview, speak loudly and clearly. Avoid using slang or poor language as it could come across as unprofessional and lacking in communication skills.

DURING THE INTERVIEW:

To make a strong impression and increase your chances of success, keep the following tips in mind:

- 1. Be articulate:** Make sure you articulate your ideas and opinions in a clear, concise, and understandable way.
- 2. Display confidence:** Confidence is essential. Throughout the interview, keep a cheerful and assured manner to highlight your skills and eligibility for the position.

Securing a job interview is a noteworthy accomplishment, and you may increase your chances of success by thoroughly preparing and paying attention to detail. We believe that by adhering to the guidelines outlined in this article, from maintaining active communication channels to presenting yourself professionally and doing extensive research, you will be well-equipped to impress interviewers and stand out from the competition. This is based on our experience conducting numerous interviews for internal and external usage. Remember that the keys to ace every interview and land your dream job are confidence, expertise, and good communication.



SNAPSHOT OF THE ECONOMY OF GHANA



INFLATION (as at 30 June 2023)

42.50%

MONETARY POLICY RATE (as at 30 June 2023)

29.50%

GHANA REFERENCE RATE (as at 7 June 2023)

26.89%

EXCHANGE RATE AS AT 11TH JULY, 2023

GHS/USD	BUYING	SELLING
BANK OF GHANA	10.99	11.00
ABSA BANK	10.70	11.75
ECOBANK	10.72	11.87
STANBIC BANK	10.75	11.80
CAL BANK	10.70	11.86
GCB BANK	10.85	11.80



QUOTES

"One important key to success is self-confidence. An important key to self-confidence is preparation."
Arthur Ashe

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ACCOUNTING AND CONSULTING SERVICES

We offer the following accounting and consulting services;

- Providing day-to-day bookkeeping and accounting services;
- Preparation of financial statements according to International Financial Reporting Standards (IFRS);
- Review and analysis of financial statements;

- Preparation of management accounts, budgets, financial models, etc.;
- Payroll services;
- Assistance with accounting system set up (chart of accounts, finance and accounting procedures manuals, software installation and configuration, etc.);
- Due diligence;
- Mergers and acquisitions;
- Internal audit and investigations;
- Preparation of business plans, policies and procedures manuals, etc.;
- Recruitment and Selection of Human Resource.

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