



👤 44 ani
 ♀ Feminin
 📍 Chișinău

Preferințe

- Full-time

Limbi

- **Română** · Fluent
- **Rusă** · Fluent
- **Engleză** · Fluent
- **Franceză** · Mediu

Permis de conducere

Categoria: B
 Cu automobil personal

Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>

Management, Marketing, Administrative

Despre mine

good communication skills gained through my experience as inventory control specialist

- good analytical skills gained through my experience as Economist-accountant- financial-analyst
- good relationship with the customers and suppliers in logistic organization of transport.
- good command of Microsoft Office™ tools
- good command of accountant program 1C-C 7.7,
- good command of Internet Explorer, International programs (IREN,IRIS,ICS, CRM)

Experiența profesională

Executive manager · ICS Link Comapany SRL · Chișinău

Septembrie 2015 - Prezent · 10 ani 1 lună

Carry out the mission, vision and objectives of the firm

- Data base entry in CRM system
- Transport logistics
- Cash Flow planning
- Budget setting
- Review financial reports to make financial strategy decisions and revenue or cost adjustment decisions
- Invoices issue
- Bank statements recording
- Salary calculation
- International, national trips recording
- Accounts receivable and payable control
- Accountability in the clouds keeping (Czech Republic and Republic of
- Supplier and Customer Relationship management
- Deliverables follow up
- Supervise and coordinate the operational activities
- Checking financial documents (invoices/bank statements/credit notes) received from the local des
- Reconciling the accounts of the vendors and reporting

activities if needed

Assistant of National expert · Business Research Company (BRC · Chişinău

Ianuarie 2013 - Decembrie 2014 · 1 an 11 luni

Proiect

“Implementation Unit of the World Bank Competitiveness Enhancement”, Republic of Moldova

- Contributed to the successful development of the project communication, translation, organization of meetings of staff members of the MoEI, Quality Infrastructure institutions, BS Os and business associations , international
- Assignment was to contribute “supporting stakeholders during the execution of the project mission”.
- Translation and adapting The Directive 2007/45/EC of the European Parliament and of the Council of September 5, 2007 laying down rules on nominal quantities for pre packed products, repealing Council Directives 75/106/EEC and 80/232/EEC, and amending Council Directive 76/211/EEC
- Translation and adapting of European Parliament and Council’ Directive 2009/34 /EC of April 23, 2009 relating to common provisions for both measuring instruments and methods of metrological control;

Inventory control specialist · ICS “Mary Kay (Moldova) Limited” L.L.C. · Chişinău

Septembrie 2012 - Decembrie 2014 · 2 ani 3 luni

Planning and promotion of new products

- New production presentations
- Controlling and Maintaining the necessary items in stock
- Monthly analysis of long-term prognosis of products for timely adjustment of production and their supply
- Analysis of new product sales
- Analysis of product quality and validity periods
- Development of product information to prepare the order form and other Company printed materials (codes, prices, titles, promotions and special offers, etc.)
- Analysis of key indicators in sales: Analysis of costs and implementation of key financial indicators and initiate necessary changes; Analysis of sales by category and develop actions to promote and

increase sales.

Economist-accountant- financial-analyst · ICS

“Mary Kay (Moldova) Limited” L.L.C. · Chişinău

Mai 2005 - Septembrie 2012 · 7 ani 5 luni

Settlements with clients, advance returns GAAP, stock planning, calculation, preparation and payment planning, preparing international standards GAAP. Cash flow analysis and planning in dynamic budgeting. Costs and revenues analysis.

Economist-accountant · Designing and Construction Company Badprim L.L.C · Chişinău

Ianuarie 2003 - Mai 2005 · 2 ani 4 luni

Control and verification of statements of expenditure, work refund , preparing financial statements, performing bank transactions, the processing of customs declarations

Accountant · Excalibur L.L.C · Chişinău

Ianuarie 2002 - Ianuarie 2003 · 1 an 1 lună

Salary calculation and its payment , Settlements with clients , preparing of primary documents

Studii: Superioare

Academy of Economic Studies of Moldova

Absolvit în: 2003

Facultatea: Finance and Accounting

Specialitatea: iploma in finance and accounting (equivalent to a master degree)