

Amanda Bezerra Nunes

Brazilian, single, 28 years old

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OBJECTIVE

Management of key performance indicators, costs / budget, controlling and audits.

QUALIFICATIONS AND PROFESSIONAL ACTIVITIES

- Managerial Accounting and Controlling capabilities
- Brazilian Labor Law, Social Security and Calculating knowledge
- Project Management (PMI Best Practices) and MS-Project tool user
- PDCA Project tool user
- Microsiga (F&C and inventory roles), SAP (Sales roles) and EMS Datasul (Customer data roles) user
- Proficient user of MS Office

EDUCATION

- MBA in Financial Management, Accounting and Controlling (Cedepe Business School; 2014)
- Graduation in Business Administration (Universidade de Pernambuco; 2010)

LANGUAGE

- English – Advanced (SENAC/PE; 2008)
- Spanish – Advanced (Coined Institution - Santiago/Chile; 2014)

PROFESSIONAL EXPERIENCE

- **05/2011 – 01/2015 – Consórcio Ipojuca Interligações**

Position Profile: Administration of Costs and Budget

Responsibilities: Management reporting, cost control, budget and analysis / monitoring of outsourcing contracts (liability appropriation, measurement, implementation of contractual milestones, adjustments, cancellations and labor documentation).

Main Accomplishments: Responsible for changing the billing approval flow of contracts, management of the cost tool and member of the budget committee for two years.

- **12/2010 – 03/2011 – Autograf Projetos e Construção**

Position Profile: Planning Assistant

Responsibilities: Costs and expenses control (work force, services and supplies), management reporting and accounting reconciliation.

Main Accomplishments: Developed an efficient material control report that compared budget versus effective expenses.

- **03/2010 – 08/2010 – Infobox**

Position Profile: E-commerce Analyst

Responsibilities: Online sales management (since online shopper's analysis until supply deliveries and problem solving).

Main Accomplishment: Responsible for the creation of an exclusive inventory to online purchasing. Previously there was only one stock for all sorts of sales.

- **03/2009 – 03/2010 – Asa Indústria**

Position Profile: Intern

Responsibilities: KPIs and activities administration, cost control, dissemination to local community and to new employees, clients prospecting and route management of the CSV (Creating Shared Value) Program "Mundo Limpo, Vida Melhor" ("Clean World, Better Life") – recycling of cuisine oil waste.

COMPLEMENTARY INFORMATION

Global mobility