**PERSONAL SUMMARY -** Motivated by challenges and driven by curiosity.

I am a result driven Finance Professional with 12 years international experience in: owning a business, IT sector (SaaS) and financial services sector (FinTech).

I enjoy finding solutions and business partnering for problem solving and high-quality results.

I have acquired a record of delivering accurate and timely management information in fast-paced and deadline driven environments.

I have had the opportunity to communicate at all levels. I am always keen to understand individuals’ objectives, communicate clearly and manage the expectations.

I have an interest in workflow coordination, streamlining of processes and financial data analysis.

Now seeking a challenging mid-senior role as Strategic Finance Associate in which skillset can be leveraged and further developed.

**KEY SKILLS**

Professional Skills:

* Finance: UK & US Compliance | Taxation | Payroll | Cash Flow Management
* Analytical: Business analysis | Financial Reporting | Financial Modelling
* Growth: Business Development | Training & Mentoring
* Optimisation: Project Management | Productivity Strategy | Process Optimization
* Data skills: Data Wrangling | Data exploration | Data analysis

Technical and IT Skills:

* Workspace: Microsoft Office | Google Suite | Dropbox
* Project and Content Management: JIRA | Confluence | Trello | Notion Lucidchart | Mind Map Tools | GitHub
* Business Analytics: Power BI | Alteryx
* Automation: Python (programming language) | JupyterLab | Anaconda Navigator
* Databases: Postgres SQL
* Communications: Loom | Slack

**KEY ACHIEVEMENTS**

Performance Improvement:

* Re-designed shared folders to decrease time spent looking for information, reduce misuse of terminology and improve standardisation. (Paysend)
* Implemented management accounts Excel model and relevant working papers, which enabled fast delivery of MA (6 months backlog to 15 days). (Paysend)
* Negotiated deal for tax return services in US, achieving 50% savings by leveraging network formed. (QikServe)
* Improved time efficiency by reorganising SAGE nominal code and structure of finance file systems. (QikServe)
* Standardised and centralised credit card process and influenced team to adopt new time-saving process. (QikServe)
* Enhanced VAT input by 60% by influencing the team to be mindful in purchases and re-designing the process. (QikServe)
* Maximized Gift Aid Claim by 30% per year and centralized claims to bi-annual pattern. (Prostate Scotland)

Operational Management:

* Using attention to detail I identified errors caused by misuse of terminology and shared relevant information with the team to help address errors. (Paysend)
* Defined standardisation: mapped banking network, partners and entities, centralised statements into one folder, obtained missing documentation. (Paysend)
* Implemented Excel model across FP&A and Reporting, enabling the team to standardise the recording of cash transactions and upload to accounting software. I have developed flowcharts and held sessions to support the team. (Paysend)
* Pivotal contribution to designing new Ledger. Includes set up of 7 entities in accounting software, with specific properties and multiple currencies. (Paysend)
* Researched and planned transition of new expense management solution and finance policies. (QikServe)

Leadership:

* Implemented task management system to facilitate collaboration in the team, with an impact on quickly resolving backlog. (Paysend)
* Highlighted issues on inefficient use of accounting software and set up training for the team to support confident use. (Paysend)
* Trained and managed a contractor, supporting fast inclusion and issue resolutions. (Paysend)
* Managed workload and trained AP assistant to progress to MA assistant. (Paysend)
* Recruited entry-level administrator, trained to bookkeeper, mentored for career progression. (QikServe)
* Secured introductions to key business partner staff by leveraging on network formed whilst volunteering at a tech conference. (QikServe)

**CAREER HISTORY**

**Retail Investor**  May 2019 – present

(listed, unlisted companies & cryptocurrency)

I am interested in business growth, financing, and applications of disruptive innovation.

I spend time identifying opportunities: doing fundamental analysis, financial ratios, reading reports, networking in relevant communities. Being strategic about reducing risks and increasing investment return.

**Scottish Tech Army, Scotland** October 2020 – January 2021

**Project Analyst – volunteer**

Hub for tech for good.

I was responsible with tasks within an IT project. Defining milestones, support various teams in the project, gathering requirements, establishing dependencies, monitoring progress, building project planning and risk register.

**Paysend Group, Edinburgh** July 2019 – October 2020

**Group Management Accountant**

Global Fintech disruptor.

Total funding = $33.3M, Headcount FY19 = 150, Revenue FY19 = £15M

At the start, due to circumstances, I took a lead role as Finance Manager:

* Ensured progress on deliverables with minimal support, quickly identifying high priority projects and multi-task. I engaged with stakeholders to understand the business and gather accurate facts.
* Assessed backlog of 6 months, formulated strategic plan and project manage to bring AP up to date and deliver Group Accounts.
* Identified relevant documentation for statutory accounts FY18 to help speed up work and mapping accounts.

Management Accountant role:

* Responsible for delivery of MA for 3 UK entities (incl PLC – FCA regulated)
* Responsible for bank payments authorisations.
* Responsible for FY19 audit of PLC. Preparation of statutory accounts, documentation, liaising with auditors and delegating tasks across the business.
* Provided support in other areas on specific tasks, Compliance and Legal.
* Business Partnered with Global Accounts business unit (debit card programme) to understand the databases and reporting across various functions: card processing unit, product development, settlements.

**QikServe Limited, Edinburgh – Financial Controller** August 2017 – July 2019

Software Development for hospitality industry.

Total funding = £12.8M, Headcount FY19 = 34 employees

* Generated consolidated accounts including month end process of Financial Statements for UK and US with resolving any issues.
* Project managed and liaised on all aspects of audit and tax compliance across UK and US.
* Responsible for payroll management, 42 (UK) and 3 (US). Including HR tasks.
* Globally managed invoicing, deferred revenue, and payments.
* Project managed and implemented employee benefits scheme and managed as Group administrator.
* Assisted with investment round series A and B, due diligence, EIS and EMI.
* Maintained correct finance documentation and schedules, aiding preparation of annual budget and financial forecasts.
* Managed government grants including writing Business Applications.
* Produced granular cash flow model for funds supervision and strict planning of payments.

**Previous Roles:**

Prostate Scotland – Management Accountant (PT) August 2015 – July 2019

Sleep Scotland (Teens+) – Finance Assistant February 2014 – July 2017

Family Retail Business, Romania – General Manager 2008 – 2012

**EDUCATION**

**Udemy** October 2020 – present

**Short courses < 1 month:**

Step-by step DCF Valuation

Deeply Practical Project Management

User Story Masterclass: Agile Guide to User Stories

Data Analysis with Pandas and Python

SQL Bootcamp 2021

**CodeCamp** July 2019 – present

**Coursera**

**CodeClan** July 2020 – July 2020

**Two-day course**

**Python for Data Analysis**

Python basics and an intro to writing code. Working with Jupyter notebooks. Using Pandas to manipulate and analyse data. Making plots using Seaborn.

**Udacity**

**Long Courses > 3 months**

Business Analytics May 2019 – Sep2019

Predictive Analytics July 2020 – Present

Learning data skills including data exploration, data wrangling, data analysis.

Finance model building in Excel, creating informative data visualization and presentations with Tableau and workflows in Alteryx.

**Association of Chartered Certified Accountants (ACCA)** 2018 – Present

Part qualified

**West University, Romania** 2004 – 2008

BA (Hons) Financial Services and Economics

Dissertation - Capital markets