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## CHYDERIOTOU IOULIA

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### Skills

Qualified accountant with an academic background in Economics and Accounting. Highly organized individual with strong sense of discipline and eagerness to expand skills and knowledge. Ability to work under pressure with developed communication skills.

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### Experience

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#### **Harlas International Transport** / Junior Accountant

22/07/2019 - PRESENT

- Use of the company's accounting program for the registration of documents
- Agreement of balance with customers and suppliers
- Monitoring of transactions and bank reconciliation.
- Payroll monitoring: Knowledge of calculation the salary and employee's benefits.
- Answering questions from employees, scheduling interviews and effectively resolving labor issues.
- Dealing with the part of use the best practices to strengthen the climate of trust between customers and company, for mutual exchange of services, as well as providing information to settle customer's debt.

#### **Central Clinic of Athens** / Office employee – Accounting Department

01/03/2019 - 19/07/2019

#### **Kapelos Company** / Accounting Assistant

01/11/2017 - 31/08/2018

- Preparing and processing of client invoice.
- Use of the company's accounting program for the registration of documents.

- Entering data and reporting at a regular base.
- Registration of customers and supplier data

**Media Markt** / Seasonal work

01/12/16 - 31/1/17

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## Education

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**University of Piraeus** / Bachelor of science - Bs, Department of Economics  
2013-2018

**University of Piraeus** / Master of Science - Ms, Economics and Business Strategy  
2020 - 2022

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## Languages

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**English** / Level C2 –ECPE (Examination for the Certificate of Proficiency in English, University of Michigan)

**Spanish** / 1 year lessons

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## Licenses

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**License to practice the profession of accountant** / (Economic Chamber of Greece)

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## Computer Skills - Accounting Programs

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**European Computer Driving Licence (ECDL)** /  
2013(Microsoft Word, Microsoft Excel, Internet Explorer, Outlook)

**Kefalaio,Pegasus,Apollon**

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## Interests & Activities

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Crossfit, track and field, Ski, cinema, travelling

I forward my curriculum vitae, hoping to be considered for a vacancy in your firm.