

## PERSONAL INFORMATION

## Simeon Popov

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 Yahoo! Messenger (YIM) simo.popov

Sex Male | Date of birth 01/12/1997 | Nationality bu

## JOB APPLIED FOR

## Accountant

## WORK EXPERIENCE

09/04/2014–07/07/2016

## Accountant

SOFIA ACC-YES, SOFIA (BULGARIA)

- Provides financial information to management by researching and analyzing **accounting** data; preparing reports.
- Prepares asset, liability, and capital account entries by compiling and analyzing account information.
- Documents financial transactions by entering account information.
- Reconciles financial discrepancies by collecting and analyzing account information.
- Secures financial information by completing database backups.
- Maintains financial security by following internal controls.
- Prepares payments by verifying documentation, and requesting disbursements.
- Answers accounting procedure questions by researching and interpreting accounting policy and regulations.

## EDUCATION AND TRAINING

06/06/2015–18/08/2019

## University degree or in process of obtaining

EQF level 7

NBU, Sofia (Bulgaria)

- Prepares payments by verifying documentation, and requesting disbursements.
- Answers accounting procedure questions by researching and interpreting accounting policy and regulations.
- Complies with federal, state, and local financial legal requirements by studying existing and new legislation, enforcing adherence to requirements, and advising management on needed actions.
- Prepares special financial reports by collecting, analyzing, and summarizing account information and trends.
- Maintains customer confidence and protects operations by keeping financial information confidential

06/06/2009–06/06/2014

## Economist

EQF level 5

National High School in Finance and Business, Sofia (Bulgaria)

- Working in team
- Global economics and analyzing
- Strategic business solutions
- Managing
- Solving problems

## PERSONAL SKILLS

Mother tongue(s) Bulgarian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C1	B2	B2	B2
Cambridge Advanced Certificate - level B2					

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills

networking with students in the same field

Very responsible, have been managing the content publishing the the newspaper of our university

I take part, once a month, in the city debates regarding local and global political and economical questions.