








## PERSONAL DATA

 vicbelova.com  
 Year of birth: 1988  
 Wroclaw, Poland  
 vacova1988@gmail.com  
 +48 452 398 093



## SKILLS

- knowledge of Comarch Optima
- knowledge of MS Office
- excellent work organization
- scrupulity and responsibility
- communication skills
- ability to work in a team

## LANGUAGE SKILLS

- Polish language: B2
- English language: A2
- Russian language: native

# Victoria Belova

## Accountant

I am an independent accountant with 5 years of experience in accounting and 8 years of experience in the field of taxation, both acquired in Belarus. Currently, I am expanding my professional competencies in Poland by regularly participating in courses and training sessions, and keeping up to date with the latest regulatory changes. I am ready to quickly adapt to the requirements of the Polish market and contribute to the company's growth

## EXPERIENCE

### 2024 - Present

**Accounting Office JADMAR sp. z o.o., Poland (Wroclaw)**  
**Independent Accountant**

- Ensuring proper document circulation;

### 2017-2021, 2023-2024

**PhotoCeramics company, Belarus**  
**Accountant**

- ensuring proper document circulation;
- maintaining accounting records and reconciling them with general ledger accounts;
- making payments and managing the organization's current accounts;
- controlling settlements with suppliers and customers;
- keeping records of accounting costs, reconciling them with general ledger accounts;
- maintaining revenue records for accounting and tax purposes;
- maintaining cash operations records;
- maintaining accounting cost records and reconciling them with general ledger accounts;
- accounting for costs, including for tax purposes;
- preparing financial statements (balance sheet, profit and loss statement);
- preparing statistical reports;
- calculating taxes (VAT, CIT, PIT);
- preparing and submitting tax declarations (VAT, CIT, PIT);
- cooperating with external institutions (tax office, Social Insurance Institution, others);
- working with the electronic invoice system;
- conducting inventory of current assets, fixed assets, liabilities;
- recording fixed assets;

- payroll calculation.

**2009-2017, 2021-2022**

**Tax office, department of control over legal entities, Belarus**  
**Tax inspector**

- conducting tax audits of legal entities;
- checking organizations compliance with tax and accounting regulations;
- control of the completeness of reflection of the organization's revenues in accounting and tax reports;
- verifying the legality of including the organization's expenses as costs included for tax purposes;
- checking the correctness of tax settlements by organizations (VAT, personal and corporate income tax, land tax, real estate tax).

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**ADDITIONAL COURSES**

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**2024 - 2025**

[Association of Accountants of Poland](#)

**speciality: Senior Accountant**



**2023-2024**

[Association of Accountants of Poland](#)

**speciality: Accountant**



**2023 - currently undergoing training**

[Cosinus Post-seconary School](#)

**speciality: Administration**

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**EDUCATION**

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**2004-2009**

[Francisk Skorina Gomel State University](#)

**speciality: economics**

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**INTERESTS**

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Gym, reading, healthy lifestyle, development of personal and professional qualities

I consent to the processing of my personal data for the purpose of recruiting for the position I am applying for

Victoria Belova