


PERSONAL INFORMATION



Natalina Desovska Lazarova

 Buld. Vidoe Smilevski Bato 65/3-2, 1000 Skopje, North Macedonia

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 natalinadesovskalazarova@yahoo.com

Sex Female | Date of birth 25/02/1971 | Nationality Macedonian

WORK EXPERIENCE

(31.08.2005 – still working)

Finance Supervisor

Sarantis Dooel, Buld. Boris Trajkovski 113, 1000 Skopje.

- Preparing and analyzing the monthly and annual financial package.
- Review and process the monthly accruals entries.
- Organize with outside departments to gain information about accounting.
- Preparing the monthly reconciliations account.
- Connect the reviews about the process of accounting.
- Communicate inside and of organization to gather essential information.
- Organization of booking according to the Reporting Package
- Controlling BV update with Local Program
- Booking in local program CFMA

Reports:

- Reporting Package monthly and cumulative Gross to net sales, marketing and operating expenses.
- Intergroup statement
- Foreign payment process and controlling
- Trial Balance
- Analytical ledger per payables
- Analytical ledger per customers
- Assets of legal register
- Helping with EST and BGT preparation
- Presentation power point
- Annual Credit notes calculation
- Cash Flow report
- Other at hoc reports

Business or sector Finance

(20.02.1999 – 30.12.2004)

Finance Agent

Regina Tours, touristic agency, 1000 Skopje.

Business or sector Finance

EDUCATION AND TRAINING

(2012-2019)

Bachelor of Sociology

"Ss. Cyril and Methodius University" - Faculty of Philosophy Skopje 1000 Skopje, North Macedonia

- Sociology

(01.091986 -10.061989)

Diploma for finished high school

High school Josip Broz - Tito, 1000 Skopje, Macedonia

PERSONAL SKILLS

Mother tongue(s) Macedonian

Other language(s)

Replace with language

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
C2	C2	C1	C1	C1
English				

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills

- Active Listening
- Being Clear and Succinct
- Clarifying and Summarising
- Providing feedback
- Developing Trust and Rapport
- Being Present

Organisational / managerial skills

- Leadership
- Planning
- Communication
- Decision-making
- Delegation
- Problem-solving
- Motivating
- Emotionally Stable

Job-related skills

- Good command of quality control processes
- Decision-making
- Self-motivated
- Analytical ability
- Financial reporting
- Capacity for innovation

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Independent user	Proficient user

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

- Excellent command of Microsoft Office™ tools
- Excellent command of Microsoft Windows 7,8,10
- Advanced internet research skills

