

## Contactați

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## Aptitudini principale

Neuro-Linguistic Programming (NLP)  
Contabilitate  
Rapoarte financiare

## Languages

Română (Native or Bilingual)  
Engleză (Professional Working)  
Italiană (Limited Working)

## Certifications

NLP Practitioner  
Culture of Kaizen

# Irina Butnaru

Quality Analyst at Amazon  
Iași, România

## Rezumat

Committed and quality-driven professional with active experience in complying financial policies and regulations, auditing financial transactions and documents, keeping and interpreting financial records, with a flair for spotting numerical errors, strong communication and human relations skills within various business to costumer projects.

During the 16 years of my career in accounting I have worked with different types of local business owners and had the chance to prove my commitment, growing expertise and ability to foresee and adapt to challenges inherent in a fast-paced environment.

I strongly believe that growth happens outside the comfort zone. Therefore being open to a new work environment and trying on for a new career path is just the right amount of challenge that I need in order to develop new skills.

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## Experiență

### Liber-profesionist

Fondator @AnimaPsych <https://www.linkedin.com/in/anima-psych-6a4b093a1/>  
noiembrie 2025 - Present (3 luni)  
Iași, Iași, România

Din pasiune pentru psihologie și lumea fascinantă a animalelor, am lansat recent un proiect care combină aceste două universuri: AnimaPsych. Este o platformă dedicată psihologiei animale, unde încerc să „traduc” instinctele prietenilor noștri necuvântători în sfaturi practice și curiozități științifice, combinând psihologia, etologia și un strop de umor freudian.

Pe lângă tematica aleasă, AnimaPsych este un experiment digital: întreg conținutul (atât vizual, cât și textele) este realizat cu ajutorul Inteligenței Artificiale, sub ghidajul meu. Este modul meu de a explora cum noile tehnologii pot ajuta la diseminarea educației psihologice într-un mod creativ.

Amazon  
Quality Analyst

aprilie 2022 - Present (3 ani 10 luni)

Iași, Iași, Romania

## Tinado Croitorie SRL

2 ani

### Business Manager

februarie 2018 - ianuarie 2020 (2 ani)

Iași, România

- Overseeing daily business operations
- Hiring employees
- Evaluating performance and productivity
- Training staff on using software for managing orders, invoices, vouchers
- Providing necessary materials for the optimal development of the business
- Managing relations with banks, suppliers, clients
- Ensuring timely bank payments and managing budgets
- Handling relations with state institutions
- Developing and implementing growth strategies
- Analyzing accounting and financial data

### Economist

februarie 2018 - ianuarie 2020 (2 ani)

Iași, România

- Managing all accounting transactions
- Publishing financial statements in time
- Handling monthly, quarterly and annual closings
- Reconciling accounts payable and receivable
- Managing human resources and calculating payroll
- Computing taxes and prepared tax returns
- Managing balance sheets and profit/loss statements
- Reinforcing financial data confidentiality and conducted database backups when necessary
- Complying with financial policies and regulations

## Lava Tinado SRL

### Economist

ianuarie 2013 - ianuarie 2020 (7 ani 1 lună)

Iași, România

- Managing human resources
- Calculating payroll
- Computing taxes and prepared tax returns
- Managing balance sheets and profit/loss statements

- Reporting on the company's financial health and liquidity
- Auditing financial transactions and documents
- Reinforcing financial data confidentiality and conducted database backups when necessary
- Complying with financial policies and regulations
- Managing all accounting transactions
- Preparing budget forecasts
- Publishing financial statements in time
- Handling monthly, quarterly and annual closings
- Reconciling accounts payable and receivable
- Ensuring timely bank payments

### Lava Tinado

#### Economist

octombrie 2009 - decembrie 2012 (3 ani 3 luni)

Iași, România

#### Managing human resources

- Calculating payroll
- Computing taxes and prepared tax returns
- Managing balance sheets and profit/loss statements
- Reporting on the company's financial health and liquidity
- Auditing financial transactions and documents
- Reinforcing financial data confidentiality and conducted database backups when necessary
- Complying with financial policies and regulations
- Managing all accounting transactions
- Preparing budget forecasts
- Publishing financial statements in time
- Handling monthly, quarterly and annual closings
- Reconciling accounts payable and receivable
- Ensuring timely bank payments

### Incontro Ristorante

#### Economist

septembrie 2008 - mai 2012 (3 ani 9 luni)

Iași, România

- Registering primary accounting operations using an accounting software: banking operations, cash operations, amortization of fixed assets from the institution's patrimony, closing of income and expenditure accounts

- Preparing monthly balance sheets regarding depreciation of fixed assets and printing accounting documents
- Managing relations with banks, suppliers, clients
- Storing and archiving of accounting documents in accordance with legal requirements

BRCT SUCEAVA / Regional Office for Cross Border Cooperation  
1 an 2 luni

Financial monitoring expert  
septembrie 2007 - august 2008 (1 an)  
Suceava, România

- Monitoring the financial progress of projects financed from PHARE CBC component
- Preparing interim and final reports subsequently submitted to the Managing Authority
- Providing financial assistance to PHARE CBC program beneficiaries: performing monitoring on-site visits, providing training and consulting on financial and payment procedures, auditing documents and reports before submitting them for approval to the Managing Authority

Accountant  
iulie 2007 - august 2007 (2 luni)  
Suceava, România

- Preparing salary statements for the office with all the supporting documents, including the fiscal declarations regarding the obligations of the employees and the employer to the state budget
- Registering primary accounting operations using an accounting software
- Monthly centralization of reports of materials, inventory items and fixed assets of all departments and offices
- Following the conclusion of the procurement contracts and making the actual acquisitions
- Managing the institution's relations with banks, suppliers and clients
- Storing and archiving accounting documents in accordance with legal requirements

Palatul Copiilor Suceava  
Assistant IT programmer in budget accounting  
martie 2006 - mai 2007 (1 an 3 luni)  
Suceava, România

- Calculating salary summary together with the transfers, orders, proposals and related payment commitments
- Keeping track of stocks of materials in the warehouse updating the entrances and exits of fixed assets and inventory using software
- Preparing standard statements for employee and employer contributions to the state budget (pensions, unemployment, health, income tax)
- Operating the quarterly balance in the computer program of the Ministry of Education and Research
- Operating in the accounting software the journal register, General Ledger register, account sheets, accounting notes and other accounting documents
- Generating reports, summaries and checking balances

### Baby SRL

Accountant in primary accounting

septembrie 2005 - ianuarie 2006 (5 luni)

Suceava, România

- Preparing the cash register, receipt entry notes, receipts and invoices, warehouse sheets and consumption vouchers, production processes
- Preparing reports regarding the production carried out and sold monthly
- I also was in charge of supervising the restaurant staff

### SSI Bucovina

Computer operator in primary accounting and EU funds reporting

martie 2005 - septembrie 2005 (7 luni)

Suceava, România

- Preparing fiscal invoices, cash register, travel orders, notes of receipt of goods
- Generating reports and summaries regarding the reporting of each stage of the projects financed from european funds
- Training basic computing skills to public institutions employees in order to obtain the European ECDL Pass

### Defel Com SRL

Billing computer operator

august 2004 - noiembrie 2004 (4 luni)

Suceava, România

- Preparing fiscal invoices based on store orders from sales agents
- Preparing reports and summaries related to sales, customers, stocks in the warehouse

- Operating in the accounting program the cash receipts classified by each sales agent

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## Studii

Universitatea Babeş-Bolyai (UBB) / Babeş-Bolyai University  
Psihologie · (2025 - 2028)

Universitatea „Ştefan cel Mare” din Suceava  
Economist, Accounting and Management Information Systems · (2002 - 2006)

Colegiul National Spiru Haret Suceava  
Bachelor's degree, Mathematics and computer science · (1998 - 2002)