

Male

DOB: 1978.02.20

Portuguese

Vitor Cardoso



FINANCE DIRECTOR – UK ACCA (PART QUALIFIED) & QBE (15 YEARS)

Currently, I am working as a Finance Director in a Charity (£ 5MM turnover in Manchester, UK).

My background experience as a Finance Director started in Angola (Africa), for 8 years, in Switzerland (for 1 year), in Brazil, for 5 years, and currently in the UK for a little more than 1 year.

I started to work in the finance field in Portugal for 5 years until I had some experience that allowed me to move and start to gather strong knowledge from international markets.

Professional Experience



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From 2022.07– To the present

Finance Director, from 02/2023, *Independent Options (IO)* – Social Care sector (*Manchester, UK*)

Finance Controller, (*IO*), (*Manchester, UK*)

Turnover of £ 5MM

From 2018.01– To 2022.06

Finance Director, *Alves Ribeiro SA* **Brazil** Subsidiary (*Construction sector*)

Turnover of £ 20MM

From 2017.05 – To 2018.01

Finance Director, *Socfinco* **Switzerland** Subsidiary (*Agriculture sector*)

Investment phase

From 2009.09 – To 2017.04

Finance Director, *ARC SA* **Angola** Subsidiary (*Construction sector*)

Turnover of £ 120MM

From 2006.09 – To 2009.08

Marketing Manager, *CWJ Electronics* **Portugal** (*Electronic production*)

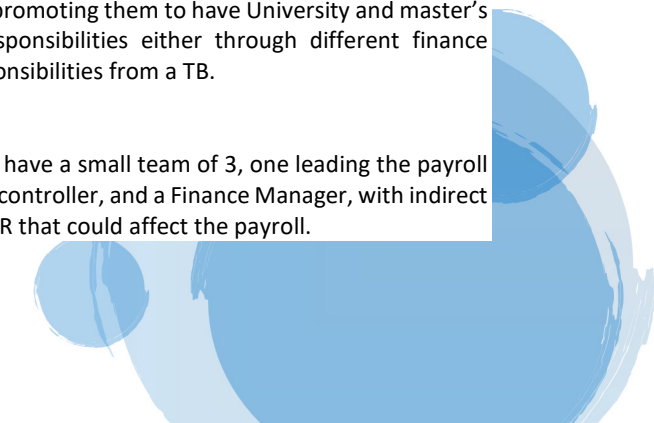
Turnover of £ 4MM



Main achievements in my professional career:

1. Implementation of several software, the last in UK, (Carevision software), to control all shifts/payroll in a professional way, in Brazil leading the change on the accountancy software and transfer indoors the control of payroll and tax responsibilities from an outsourced supplier. In Angola implemented and led the process of putting indoors a new accountancy software (PHC ERP) for control of stocks and fixed assets, the last one to re-debit between cost centers, where we had more than USD 60 MM in fixed assets. All these implementations were due to the need to have reliable financial or operational information from some business segments, create efficiencies, and the possibility to take strategic decisions on time.
2. From the point of view of tax, I was able to recover USD 5,4 MM in Angola. A process that was due to be written off by request from the CEO which I refuse since I always thought it would be possible to recover the amount. The amount was authorized to be offset by the local HMRC in future taxes after one and a half years of discussions and meetings with HMRC. In Brazil, I was able to recover a little more than USD 1 MM in tax in just one month and a half after two years of credit registered in the balance sheet, with the local HMRC recovering the amount through a bank transfer.
3. Put indoors the control of all accounting, payroll, and tax issues in Brazil that were outsourced when I arrived in Brazil. We were able to recruit a small team of four just to control the company tax, payroll, and accountancy delegating only to the outsourced company small tax responsibilities and giving them continuous support but with more degree of autonomy for our company.
4. Treatment of Research and Development costs splitting them between Research and Development and confirming viability to capitalized development expenditure and uses for tax allowances, in line with IAS 38.

Leadership:

5. During my career experience I was able to have between 3 to 12 finance staff members, leading them to be managers in different roles such as Treasury, Payroll, Tax, Accountancy, and Internal Control. Giving them the opportunity to grow inside of the company, through training, and changing responsibilities between them, allowing, and promoting them to have University and master's degrees. Give them clear responsibilities either through different finance departments or different responsibilities from a TB.
 6. Currently in Manchester, UK, I have a small team of 3, one leading the payroll (90%) company costs, a Credit controller, and a Finance Manager, with indirect control of some activities on HR that could affect the payroll.
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Education

- **ACCA Student**, 2016 – Current, UK - Two professional exams to complete (SBR, SBL), Prevision to the conclusion, June 2024, Strong knowledge of UK IFRS 101, 102, International IFRS
- **ACCA – Professional Exams made:** UK Advanced Taxation & Advanced Financial Management
- **Bachelor's degree in economics**, 2000 – 2005 Coimbra University, Portugal, 2003 - 2004 In Birmingham UK under the Erasmus program

Software

- *Xero (UK), Protheus and SAP (Brazil), Primavera (Portugal), PMR, and PHC (Angola), all accountancy software, most of them they are ERP software.*
- *Strong experience in Excell: (Pivot tables, formulas, Power Query, VBA...), used on a daily professional basis.*

Languages

- Full proficiency in Portuguese (native language)
- Advanced knowledge of English

References

Paulo Carvalho - English- speaking

Director of Alves Ribeiro Brazil Mobile (+55) 21 97123-5144

Rogério Moitas - English- speaking

CEO of ARC Angola Mobile – (+244) 924.409.492

PERSONAL INFORMATION

UK NI Number SW927842C

Pre-Settlement Status





A summary of my key responsibilities:

- Coordinate several teams in different companies from 3 to 12 staff members.
- Prepare monthly management accounts, SFP, P&L, Cash Flow, job costing analysis, and TB reconciliation.
- Perform full financial consolidations, intercompany reconciliations (every six months), and cancel intra-group transactions.
- Prepare prepayments, accruals, differed taxes, tax offsets, monthly capital allowances, and other non-monetary account issues.
- Manage and approve staff payroll on a monthly basis.
- Liaise with external sources of finance (Banks) with cash flow control.
- Manage company insurance, (life, health, D&O, and non-current assets)
- Control and approve tax payments.
- Prepare Cash flow forecasts and ensure that the company has liquidity to perform current and investment payments.
- Control & and build up the Budget with a monthly crossing with the real costs and revenues and control and justify any deviations.
- Working experience with different software such as Xero, SAP software, and another ERP Brazilian Software called Protheus (Totvs)
- Give all the financial information to external auditors for consolidation purposes.
- Prepare annual accounts such as P&L, SFP, cash flow and, attached reports.
- Credit Control and Stock Management.
- Manage cost transfers between cost centres.
- Manage and control all tax issues and tax recovery.
- Support CEO respecting new client and vendor contracts namely currency, down payments, and credit conditions.
- As a Marketing Manager - Promote the products in the international market through fairs (Germany, UK, Spain, Austria).
- As a Marketing Manager - Run and obtain European grants from the EU for Research and Development.

