



Szymon Panek



Contact

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Address

Poland, Kraków

Education

2020 - present

**Wyższa Szkoła Zarządzania
i Bankowości in Kraków**
Finance and Accounting
(extramural studies)

2016-2020

**Zespół szkół Agro-Technicznych
im W. Witosa in Ropczyce**
Specialization: IT Technician
Additional activity: organization
of e-sports tournaments

Skills

Advanced
knowledge of Excel

Programing leanguages:
Python, SQL

Analytical tools:
Tableau

Problem-solving and
critical thinking

Communication and
teamwork skills

Time management

Languages

 **Polish** - native

 **English** - B2/C1

 **Russian** - A2

Experience

HedgeServ

04/2022 - 09/2023

Fund accountant - NAV

- Assisting in the production of daily, weekly and monthly NAV, ensuring completion of specified tasks per NAV checklists
- Reviewing cash, and performing position and market value reconciliations between HedgeServ, brokers and clients
- Calculating and processing income and expense accruals including fee calculations and trading accruals

BorgWarner

09/2021 - 03/2022

Accounts Payable Intern

- Entering and checking the correctness of accounting documents
- Problem solving support for suppliers queries
- Support in processing of payable invoices within EMEA region into SAP system
- Analysis and providing accounting information for AP documents
- Trouble shooting cases of incorrect invoice documents provided by vendors

Netkom FPHU

01/2021 - 08/2021

Service technician

- Establishing and expanding fiber optic networks and configuring LAN, WLAN, and GSM devices
- Diagnosing and solving technical problems related to the network, and telecommunications devices
- Acquiring, and maintaining relations with clients