

Experience

Senior Accountant

Tasty Foods SA – PepsiCo Group

September 2017 – July 2018 | 11 months

Athens, Greece

- Review of daily accounting entries performed
 - Participation in the monthly closing procedures
 - Responsible for the tax authorities (VAT, Intrastat, Listing)
 - Preparation of monthly reports required by local authorities (BoG, Hellenic Statistical Authority)
 - Preparation of monthly reports required by parent company and support the reporting department for US GAAP procedures
 - Run the monthly and year end internal controls of the accounting department for SOX purposes (US GAAP)
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Senior, Financial Services Industry

Deloitte Greece

February 2013 - June 2017 | 4 years and 5 months

Athens, Greece

- Involvement in statutory audits, group audits and reviews of major financial institutions: National Bank of Greece (NBG Group, US GAAP, IFRS), NBG Asset Management, Eurobank EFG, Piraeus Bank, Alphabank, HFSF
 - Evaluation firms' operating controls and policies - walkthroughs understanding, evaluation of design, implementation and testing of the operating effectiveness of internal controls. (Sarbanes-Oxley Act - NBG Group, Law 2577 – Piraeus Bank)
 - Preparation of the audit strategy, materiality, budget, time planning and risk assessment.
 - Running the day to day aspects of an Audit Engagement including client management.
 - Performance of Audit procedures including analytical procedures and substantive testing in elements of Financial Statements (in accordance with accounting principles), review of less experienced team members. (NBG Group, HFSF)
 - Preparation of Consolidated Financial Statements (Alphabank)
 - Asset Quality Review Assessment (AQR) which aims to enhance the transparency of the balance sheets of Significant Banks (Eurobank EFG & Attica Bank)
 - Learned how to work in a high-pressure environment with strict rules and tight deadlines, and developed leadership and organisational skills
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Accounting Assistant

Delta Construction

November 2009 – January 2013 | 3 years and 3 months

Athens, Greece

- Comprehensive accounting and bookkeeping services provision.
 - Monitored daily transaction entries and conducted accounts reconciliation (book-keeping duties, invoice monitoring and calculation of tax payments)
 - Controlled debtors balance of account and communicated with clients regarding due payments
 - Developed interpersonal and organisational skills.
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Education

ACCA

Affiliate 2017

Athens University of Economics and Business

Bachelor's Degree, International & European Economic Studies 2009

Languages

English

Greek

Albanian