



👤 28 years  
 ♀ Female  
 📍 Chişinău

**Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>**

## Приходящий Бухгалтер

### Work experience

**Officer Accounts Payable** · BASF Services Europe GmbH · Berlin

*March 2023 - March 2025 · 2 years 1 month*

- ensured timely and accurate verifying, processing and payment of invoices
- verified vendor accounts and reconciled them
- handled vendor relations/inquiries and assisted with month-end and year-end closing procedures
- ensured continuous improvement of automatization process

Skills: Accounting, Vendor Customer Service, Team Working

**Customer Service Specialist** · FinComBank - Banca de Finante si Comert SA · Chişinău

*October 2021 - January 2022 · 4 months*

- helped clients with issues related to products or services
- deposited and withdrew from accounts
- issued and cancelled cards
- executed payment orders
- verified foreign exchange payments
- currency exchange operations

Skills: Customer Service, Team Working

**Bank Cashier** · Moldindconbank · Chişinău

*May 2019 - February 2020 · 10 months*

- accepted customer deposits and loan payments
- cashed in and issued withdrawal of savings
- processed and performed daily bank transactions
- balanced all money transactions and paperwork by verifying if the sums coincide
- prepared currency transaction reports

Skills: Customer Service, Working with cash, Team Working

**Research Analyst** · Pedersen & Partners · Chişinău

*August 2018 - September 2018 · 2 months*

### TOP Skills

- **Accounting** · 3 years
- **Team Working** · 3 years
- **Vendor Customer Service** · 2 years
- **Customer Service** · 1 year
- **Working with cash** · 10 months

### Preferences

- Flexible
- Remote

### Languages

- **Romanian** · Native
- **Russian** · Medium
- **English** · Fluent
- **German** · Elementary

- codified/updated profiles of companies in IBM after researching them
- codified/updated profiles of executives in IBM based on CV or LinkedIn
- called internationally in search of executives
- sent emails based on the progress made

Skills: Team Working

### **Head Accountant** · Beauty ON Ltd. · Chişinău

*September 2016 - December 2017 · 1 year 3 months*

- prepared and submitted financial reports
- examined statements to ensure accuracy
- ensured that statements and records complied with laws and regulation
- organized and maintained financial records

Skills: Accounting

### **Desired industry**

- Accounting / Audit

### **Education: Higher**

#### **Academy of Economic Studies**

*Graduated in: 2021*

Faculty: Banking and Finance

Speciality: Banking and Finance

#### **National College of Trade**

*Graduated in: 2017*

Faculty: Contabilitate

Speciality: Contabilitate