

Коротенко Катерина

ФІНАНСОВИЙ МЕНЕДЖЕР

7 лютого
2023

Місто: [Київ](#)



Вік: 39 років

Режим роботи: віддалена робота

Категорії: Бухгалтерія, фінанси, облік/аудит

[Увійдіть](#) або [зареєструйтеся](#) на сайті як роботодавець, щоб бачити контактну інформацію.

Опис

Date of Birth:

29. September 1986

Desired position: financial manager, remote work

Education:

2003-2005: Smila radio technical school of the Cherkasy State Technological University

2005 – 2007: Cherkasy State Technological University

Qualification: Bachelor of Economics and Entrepreneurship

Work experience:

2016 – until now: Awards Media Ltd., Kyiv

Position: accountant

2013 – 2016: Make Agro Ltd., Smila, Cherkasy Region

Position: accountant

2010 – 2013: Cherkasy regional branch of JSC "Ukrainian Mining and Metallurgical Company", Cherkasy

Position: accountant

2010 - 2010: „Bloc“ Corporation , Smila, Cherkasy Region

Position: accountant

2009- 2010: private enterprise "Nomano", Smila, Cherkasy Region

Position: accountant

Functional duties:

- material accounting book;
- invoicing to clients;
- conclusion of contracts;
- preparation of reports;
- maintaining personnel documentation;

- salary calculation;
- reception, control and processing of primary documentation;
- participation in the inventory;
- implementation of banking operations in the client-bank system;
- provision of operational information on balances, control of payment timeliness
- control of receivables and payables (reconciliation with counterparties);
- establishment of document flow with the branch and separate divisions.

Professional skills:

- Knowledge of Microsoft Office, 1C: Accounting, Medoc;
- Languages: Ukrainian — native; Russian - fluent; English - intermediate level.

Personal qualities:

responsibility, sociability, attention to details, discipline, multitasking, the ability to listen to the communication partner.