

Vovk Valeriy

★ **FINANCE OFFICER, 20 000 ГРН.**

🔄 26 октября 2024 📍 Город: [Киев](#)



Возраст: 61 год

Режим работы: полный рабочий день, удаленная работа, частичная занятость

Категории: Бухгалтерия, финансы, учет/аудит

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Опыт работы

CEO

Ганза Редери СА (Agency Service Management – International Merchant Marine and River Shipping Management), Киев
02.2001 – По настоящее время (24 года 3 месяца)

Обязанности:

Foreign Economic Activity /FEA/ Manager

- foreign economic activity contracts and agreements arrangement
- business negotiations and correspondence within foreign partners
- licensing arrangements and formality

Accounting / + HR operational arrangements

- general tax system accounting operational
- FEA export / services operations arrangements
- FEA currency operational, necessary audit and records
- FEA financial primary documents arrangements
- staff personal files, management orders, work record books / digitization, staff lists ..
- staff salaries, bonuses, payroll statements, salaries transfers arrangement, attendance work records sheet ..
- taxation policy, tax calculation and payment arrangements, tax liabilities reports arrangements
- E-Cabinet TaxOffice operational
- «FOP» contractors cooperation activity
- 1C BAS accounting
- Client-Bank system, foreign currency bank department operations

Quality Manager / Quality Management System / ISO 9001

- QMS development and implementation / English version
- certification achieving /Bureau Veritas/

- Internal Auditor /BV/
- internal audits procedures arrangements
- external audits conducts arrangements
- appropriate international and national legislation and law /as to involved activity/
- FEA / 20 years experience
- HR operation and management / 20 years experience

Образование

Novorossiysk State Maritime Academy

Специальность: Maritime Navigation

полное высшее, 08.1986 – 02.1992 (5 лет 6 месяцев)

Дополнительное образование

- Accounting + 1C Accounting System + M.E.DOC, 2018
- QMS Internal Auditor, ISO 9001, Bureau Veritas Ukraine, 2003
- Accounting + 1C BAS Accounting System, 2021
- Chief of Accounting + 1C BAS Accounting System, 2021

Знание языков

Английский - Выше среднего, Украинский - Продвинутый (свободно), Русский - Продвинутый (свободно)

Дополнительно: English : I can be interviewed in this language, Ukrainian : I can be interviewed in this language, Russian : I can be interviewed in this language

Дополнительная информация

Знание компьютера, программ: PC experienced user, Office, AdobeAcrobat XI Pro, AdobeIllustrator ..

Личные качества, хобби, увлечения, навыки: - appropriate international and national legislation and law /as to involved activity/ - FEA / 20 years experience - HR operation and management / 20 years experience - accuracy and precision - analytical and mathematics thinking - critical thinking - prudence concept - prudence concept

Цель поиска работы, пожелания к месту работы: Accounting / +English / +ForeignEconomicActivity