



Valentina Miciullo

PUBLIC ACCOUNTANT

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OBJECTIVE

A professional economical with great interest in accounting-administrative position. My experience is based in the development of highly have great ability to adapt to all types of environments and do always the best of me.

I am characterized by my ease teamwork and my enthusiasm for learning and develop my skills. In looking for an opportunity work to acquire more experience. My work quality is reflected as a multitasking person.

SKILLS

- Effective communication
- Responsibility
- Computerized systems and Microsoft Office package
- Experiencie speaking at events
- Team work
- Flexibility and adaptability

LANGUAGES

- English: fluent
- Spanish: native speaker

WORK EXPERIENCE

Public Accountant – New Royal S. A.

2022 - Present

Do administrative tasks like control checking account suppliers and clients. Also, select and analyze new methods of payment and special bank offers. What's more, control and register operational expenditure.

Do accounting tasks like control bank accounts, cashier box and the crediting of payments. Then, register information in the software and analyze for decisions. In addition, organise and make payments for salaries and purchases to suppliers.

Cashier and stock clerk in special occasions.

Monitor customer service areas and assist comercial procedures.

Administrative Assistant – Freelancer

2020 – 2022

Control and make invoices for suppliers.

Organise documents.

Carry out procedures on the government pages.

Student Researcher – Nacional University of the Litoral

2019 - 2020

Cientibeca is an institucional award at Nacional University of the Litoral.

Research about the anti-corruption agency.

Participation as author and speaker at the Congress of young researchers Faculty of Economic Sciences.

EDUCATION

Public Accountant - Nacional University of the Litoral

2016 - 2022

First Certificate Exam – University of Cambridge

2020

COURSES

- Postgraduate course on Global Competitiveness for Pymes with students from Germany and Italy.
- Forex and cryptocurrency trading course from the Estefano Báez Academy.

VOLUNTARY WORK

- International tutor at Nacional University of the Litoral. It involves accompanying and helping foreign students at the University, in order to adapt in the academic and the city life.
- Assistant professor in subjects such as Accounting Systems Organizations and Technical English at Nacional University of the Litoral.