

# ANAMARIA CHIRITA, EMBA CANDIDATE, ACCA, PMP



## PERSONAL SUMMARY

An adaptable, resourceful and enthusiastic professional with extensive experience in consultancy, project management, BPO and Shared Service Center, people management experience and a focus on business transformation in finance and HR areas, as well as finance and accounting training and development. A proven ability to constantly challenge and improve existing processes and systems. Possessing excellent communication skills and abilities to communicate professionally and efficiently with colleagues and business partners.

## FINANCE EDUCATION ENTHUSIAST

Delivering training on ACCA papers, IFRS, financial analysis as well as ad-hoc tailored accountancy courses. Production of coursework and home-study material, student and customer support

## AREAS OF EXPERTISE

Consultancy, project management, transition of activities, delivery of presentations & trainings

Implementation of financial reporting and HR systems (SAP, FSCM, invoice workflow, ticketing tool)

Business analysis and process management

Accounting and financial reporting (local GAAP, IFRS, US GAAP)

Continuous improvement and transformation

Monitoring SLA, KPI and internal controls

## PROFESSIONAL

EMBA candidate, Maastricht School of Management, 2019-2021

ACCA, certified 2015

PMP, certified 2016

CFA, Level I

BA in Finance and Banking (ASE Bucharest)

MA in Corporate Finance (ASE Bucharest)

## PERSONAL SKILLS

Lifelong learning commitment

Self-motivated, results-oriented

Persuasive, team player, desire to exceed expectations

Able to establish and maintain good relationships with business partners

## WORK EXPERIENCE

### FINMINDER

Owner

August 2019 present

Consulting services: business process re-engineering, transformation projects, system implementation (ERP, workflows, RPA), finance & accounting training

### DEUTSCHE TELEKOM SERVICES EUROPE ROMANIA

Project Manager Finance & HR

January 2017 September 2019

Coordination, managing and implementation of projects from the moment of project plan development and business case creation up to deployment, with a focus on stakeholder management, on time and on budget delivery. Project types: systems implementation (SAP, invoice workflows, HR employee data, collection module), process automations and digital transformation, transitions, due diligence exercises

Other tasks and responsibilities: preparation of SteerCo and BoD presentations, delivery of project kick-off and quality gate meetings, oversee the phase gates, managing the projects and support handover activities to the future mode of operations; coordinating project resources for IT (CR demands, system implementation, access granting, RPA with Blue Prism and UiPath), legal, HR, process expertise, controlling and contracts; review and signoff deliverables per phase; manage and mitigate implementation risks.

Degree of authority: report directly to Program Manager

### DB SCHENKER GLOBAL SERVICES EUROPE

Transition Manager Finance

February 2016 December 2016

Responsible for the execution of transition of activities with a focus on risk management, responsible for on time, on budget and on quality delivery of transition projects in compliance with the global transition methodology.

Other tasks and responsibilities: coordinate and manage transition process leads (accounts payable, accounts receivable, general ledger, fixed assets); solution identification for legal gaps, set-up, training, coordination and management of transition teams (and work shadow); organize and moderate transition advisory boards and quality gates; establishment and maintenance of relationships with internal and external stakeholders, on both local and global levels, invoice workflow, collections module implementation

Degree of authority: reported directly to Program Manager

**LANGUAGE SKILLS**

Advanced English

Medium French

**COMPUTER SKILLS**

Advanced MS Office

Visio

SAP FI-CO

Microsoft Dynamics --  
Business  
Central/Navision**DB SCHENKER GLOBAL SERVICES EUROPE**

GL Transition Process Lead

February 2015 January 2016

Mainly in charge of leading and facilitating workshops for GL processes analysis and re-engineering, suggesting solutions for closing identified gaps between as is and to be processes from workflow, legal or IT perspective.

Lead and direct operational team during transition, verify and give internal sign off on desktop procedures, prepare and analyze complex reports/information and formulate conclusions on reliability of processes, drive process standardization and optimization.

*Degree of authority:* reported directly to Transition Manager and indirectly to GL Global Process Owner

**SOCIETE GENERALE EUROPEAN BUSINESS SERVICES**

Operational Manager -- Accounting

February 2014 January 2015

Responsible for the management and coordination of the 16 FTE production team (3 direct reports and 13 indirect reports) for financial accounting, group reporting, statutory accounting, management accounting and AP&TE activities for the UK based Private Banking Branch

Other tasks and responsibilities: allocation of task, evaluation, recruitment, setting objectives; contribution to transfer of activities, locally accountable for the quality of the team's deliverables, monitoring and reporting of SLAs and KPIs.

*Degree of authority:* reported directly to Head of Private Banking SSC Department and indirectly to CFO of SGPB UK

**SOCIETE GENERALE EUROPEAN BUSINESS SERVICES**

Financial Analyst

August 2011 January 2014

In charge of group and regulatory reporting activities for the Netherlands based Corporate and Investment Banking Branch, starting from the transfer of AS-IS reporting processes from the entity to Bucharest SSC, implementation of reporting process within the local HUB, followed by optimization through redesign of processes and procedures (TO-BE).

Other tasks and responsibilities: documenting and updating the procedures in accordance with the new processes and improvements, drafting new internal controls in accordance with the new processes put in place, involved in the change management process, through testing of the new ERP implemented and proposing improvements to the reporting systems used towards the technical team located in Paris, in charge with developing the ERP.

*Degree of authority:* reported directly to Head of Corporate and Investment Banking SSC Department and indirectly to CFO of SGCIB Amsterdam

**ORACLE**

Incentive Compensation Analyst

May 2010 -- July 2011

In charge of performing commissions and bonus payment calculation for a portfolio of EMEA employees, analyzing revenue data and investigating anomalies.

Also responsible for monthly and quarterly management report information, handling & resolving employee sales compensation queries, preparing and presenting technical information regarding the compensation process for sales representatives and new joiners

**PROCESS SOLUTIONS**

Accountant

January 2009 April 2010

Involved in recording transaction data in the accounting software used by the client (SAP, Navision, GL-APF Oracle), preparation of monthly and quarterly declarations and tax returns, financial statements and financial analysis or reports requested by clients.