

Contact

Top Skills

Corporate management systems:
SAP, NetSuite, JD Edwards,
Hyperion

Microsoft Office Tools - advanced

Languages

German (Elementary)

English (Professional Working)

Senior Manager Accounting

Warsaw, Mazowieckie, Poland

Experience

Groupon Shared Services Poland Sp. z o.o.

7 years 1 month

Senior Manager Accounting

July 2022 - Present (2 years 1 month)

Warsaw, Mazowieckie, Poland

European Accounting Centre of Excellence

Key activities:

- manage the monthly close process for INTL processes
- maintain compliance with accounting standards along with reconciliation & finalization of various accounts
- ensure accuracy and timeliness of accounting results and reporting (including US corporate reporting)
- oversee compliance with SOX, accounting standards, policies and procedure and applicable regulations
- support the audit process and liaising with internal and external personnel
- develop strong working relation with the tax, treasury, legal, finance, internal audit, HR and corporate accounting teams

Projects:

- managed accounting related projects to support centralization of all regional accounting functions across the International business through, automation, standardization and

Accounting Manager

November 2020 - June 2022 (1 year 8 months)

Warsaw, Mazowieckie, Poland

Key activities:

- management and review accounting entries for key centralized processes for which the team is responsible (cash reconciliation, VAT reconciliation, payable reconciliation, fixed assets and billing for EMEA and APAC regions)
- review of monthly balance sheet reconciliations ensuring standardization across EMEA and APAC
- responsible for identifying and mitigating risks related to the processes managed by the team
- liaison and support to statutory auditors for the processes performed by the team
- support for internal & external audits and tax audits
- actively manage and coach the team ensuring stretch goals are assigned and development plans are implemented
- effectively prioritize the activities of the team in order to meet internal deadlines
- training and mentoring the team in order to provide the best in class services

Projects:

- automation of INTL bank reconciliation by Kyriba interface, achieved better controls, and reduced manpower needed by 20%
- management transition of INTL fixed assets and EMEA manual invoicing processes to SSC in India

General Ledger Team Leader

July 2017 - October 2020 (3 years 4 months)

Warsaw, Mazowieckie, Poland

Key activities:

- manage general accounting functions such as INTL cash reconciliations and cash flow forecast, INTL fixed assets and EMEA manual invoicing
- conduct financial processes at the end of the month and end of the year, ensuring information on accuracy and timeliness in accordance with the mandated deadlines

- review of monthly and quarterly account reconciliations to ensure information is consistent, traceable and auditable
- prepare analytical review and reporting for senior management
- monthly BS and P&L fluctuation analysis on a country and INTL level
- monthly SOX compliance management in scope of general accounting processes
- assist with internal and external audit work
- collaborate with Regional Controllers and other stakeholders
- retain very high performing staff

Projects:

- successful leading of migration of accounting processes from local entities for EMEA (23 legal entities) and APAC (5 legal entities) to SSC in Warsaw
- standardization and streamlining of all the acquired processes
- assistance in implementing the new J.P. Morgan banking platform and cash pool mechanism across the EMEA
- key contact for EACOE of global expenses platform – Coupa (training session in Groupon UK in 2017)
- creation of the strong Team with proper structure

Colgate-Palmolive (Services) Poland Sp. z o.o.

Senior General Accountant

March 2013 - June 2017 (4 years 4 months)

Warsaw, Mazowieckie, Poland

Finance and accounting services in the General Ledger and reporting of the Central Europe East West HUB covering Germany & Austria, Switzerland and European Division Headquarter results.

Key activities:

- maintenance of the integrity and accuracy of transaction recording
- supporting in the daily activities of the team members in Financial Service Centre in Mumbai to meet local CP subsidiaries requirements
- preparation of quarterly and annual Financial Statements and reports for local subsidiary, statistic offices and Global purposes

- preparation standardized of Balance Sheet accounts reconciliations and presentation during call with serviced subs

- VAT returns calculation, EU declaration and Intrastat

Projects:

- on-site supporting local subsidiary during Statutory Audit in Hamburg

- assistance the Blackline project implementation

- participation in Global Project (creating standard GL accounts and Cost Centre in all country

Principals)

- implementation of month end coordination tool (FCC) for supported European Division

Avon EMEA Finance Service Centre Sp. z o.o.

Accountant Specialist

November 2007 - February 2013 (5 years 4 months)

Warsaw, Mazowieckie, Poland

Key activities:

- transaction processing in the General Ledger and Fixed Assets sub-book

- participating in the month-end closing process in accordance with established procedures

and requirements of the SLA

- financial statements preparation in Hyperion and monthly reports

Projects:

- assisting in external SOX Audit at Avon Cosmetics Ltd, Northampton, Great Britain

- coordination of SOX controls as internal auditor and co-operation with external auditors

- upgrade J.D. Edwards Enterprise One-coordination of the project in the GL area, testing, and

cooperation with IT in the UK and the U.S.

Education

Warsaw University of Technology

Master's degree, Management and Marketing · (2005 - 2007)

Warsaw University of Technology

Bachelor's degree, Management and Marketing · (2001 - 2005)