



CONTACTS

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- For a detailed resumé :



LANGUAGES & IT

- French
- Spanish
- Russian
- Pack MS Office
- HR management
- Admin management

EDUCATION

CFO, Cegos (2019)

DEUG Administration
Economics & Social
(1999-2000)

Prepa class to CPEI & DULCO
of Russian (1997-1998)

ACTIVITY

Outsourced trilingual finance & administration manager

Creation of DAFnature to assist, support and advise the leaders of VSEs, SMEs and associations with the implementation of an efficient and responsible administrative and financial management.

PROFILE

Know-how: company and position creation. Operational, generalist, multidisciplinary profile. Administrative, finance and HR management. Project coordination. International environment.

Social skills : affable, persistent et optimistic. Committed, loyal & honest. Pragmatic, organized and punctual. Analysis & overview. Solution & customer-oriented. Autonomous, teamwork spirit, adaptability.

PROFESSIONAL EXPERIENCE

Trilingual CFO & company creation

DAFnature, France | November 2019 - today

Pharma Mar, France | Dec. 2014 - May 2019

Maritime Port Consulting, Spain | July 2011 - May 2014

Trilingual Office Manager

Crisis Action, France | Sept. 2012 - Nov. 2014

Maritime Consulting Management, Spain | Sept. 2009 - May 2011

AGH Hoteles, Spain | Feb. - Dec. 2008

Trilingual Executive Assistant : Owner, MD/VP, HR, CFO

Kohler Power Systems, France | July 2012 - June 2013 | MD & CFO

Avanquest Software, France | May 2005 - Nov. 2006 | France MD & HR Group

SH Hoteles, Spain | April - Nov. 2004 | MD

AG2R La Mondiale, France | June 2000 - August 2002 | MD Insurance activities

PFG Prévoyance, France | July 1998 - Jan. 2000 | HR & CFO

Diétéform, France | June 1997 - June 1998 | Owner

Crédit Agricole Indosuez, France | July 1996 - March 1997 | GSA

Garibaldi Communication, France | June 1995 - April 1996 | Owner & CFO

Free-lance

Translator & voice-over | 2007 - 2011

Retranscriptions for books | 2019, 2002-2003, 2001