## **CURRICULUM VITAE**



PERSONAL DETAILS

Name: Joe Bloggs, B.Comm (Hons), ACCA

Address: 36 Merrion Square, Dublin 2



Spelling
'Leaeving
instead of
'Leaving'.

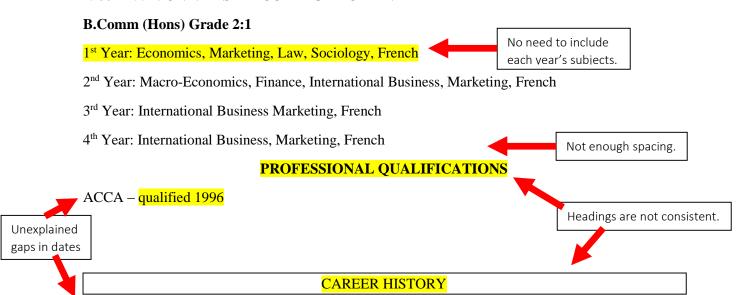
## **Educational Details & Qualifications**

1983 - 1988: Loreto College Dublin

**Leaeving** Cert

English b, Maths A, Business A, Irish C, French B, Chemistry D, Biology C

## 1988 - 1992: UNIVERSITY COLLEGE DUBLIN



1993 – 1994: Goldin & Goldin Accountancy Practice, Dublin 3

Different font style and size.

**Title: Audit Assistant** 

**Duties:** Would assist senior auditors on audits. I would also prepare accounts to trial balance, I helped senior auditors on planning and performing small audits. Also I calculated income tax for sole traders and performed financial statements and completes small trader accounts.

<mark>1994 – 2000</mark>: Janson, West Dublin

**Title: Management Accountant** 

**Duties:** 

Sales and GP analysis with monthly Board presentations

- Budgeting and Forecasting of the brand's P&L
- o Corporate Reporting to European Head Office
- Cost control (salaries, marketing campaigns and promotions) and monthly and closing procedures (rebates, accruals, etc.)
- Sales Price Analysis of existing and new products
- Commercial analysis of competitors

2001 - Present: Halliday Distributors

**Title: Financial Controller** 

**Duties:** 

Switches from  $3^{rd}$  person pronoun to  $1^{st}$  then back again.

Different format from above – in bullets rather than a paragraph.

- Joe manages the finance department of six people and also manages the IT department of two. I am responsible for reporting monthly P&L and balance sheet to strict monthly deadlines. I am also responsible for the annual budgeting and the pricing process. I help create sales programs for phasing out of old products and I manage obsolescence program and report KPIs to each department manager.
- Duties include cash planning and reporting, fixed asset reporting and evaluation, sales reporting, dealer and product probability reporting.

## **INTERESTS**

- Reading
- Walking

Unexplained gaps in dates