

NATHALIE DE LA IGLESIA
Grand'Vigne 13, 1169 Yens (CH)

e-mail : n.iglesia@hotmail.com
Natel: 079 757 05 71
Marital status: Single
Nationality: Spanish and Swiss
Birth date: 16 December 1971

OBJECTIVE

Build my company as independent

STRENGTHS

Precise
Loyal
Detail oriented
Large experience in local and multinational companies

WORK EXPERIENCE

05/2010

**Trading oil, natural gaz and soft commodities
Company in Lausanne
ACCOUNTING MANAGER**

- Supervising one junior accountant
- Build-up of the accounting department
 - a) General accounting, including salaries, banks, administration, corporate taxes, VAT, petty cash, invoices, payment suppliers, cash follow-up
 - b) Trading accounting, including options, futures, mark-to-market p/l, bank transfers
- Establishment of Financial statements in Swiss Gaap and IFRS
- Key person for external auditors
- Key person for choosing an integrated trading software system for the company

03/2009 - 04/2010

**Salesforce.com Sàrl - Morges
SENIOR ACCOUNTANT FOR STATUTORY ACCOUNTS AND COMPLIANCE**

- Responsible for preparation of local statutory financial statements, analysis of trial balance, balance sheet and income statement for EMEA (12 countries)
- Preparing reconciliations
- Liaison with external auditors for annual audit
- Ensure compliance with internal procedures as defined by parent company
- Ensure that documented internal control procedures for financial statement close cycle are adhered to on a regular basis and update procedure as necessary
- Following of taxes for each country in EMEA closely with tax department

01/2007 - 02/2009

**Richter & Dahl Rocha Architects studio SA, Lausanne
FINANCE AND ADMINISTRATION MANAGER**

- Supervision of 7 people
- Responsible of the accounting department
- Responsible of the HR department
- Establishment of the budget
- Cost accounting structure
- Follow-up of the architects contracts
- Follow-up of all the administrative work
- Taxes (VAT, corporate taxes)
- Implementation of the accounting program Navision

05/2005 - 01/2007

**Lamina Technologies SA, Yverdon-les-Bains
FINANCE MANAGER**

- Supervision of 3 people
- Responsible of the accounting department
- Responsible of the HR department
- Consolidation of the Group accounts
- Implementing accounts in IFRS
- Establishment of the budget
- Cost accounting structure
- New structure design
- Taxes (VAT, corporate taxes)

02/1998 - 04/2005

GROUPE TETRA LAVAL/TETRA PAK

 **Tetral SA, Lutry, Suisse
MANAGER ACCOUNTANT**

- Supervision of 2 people
- Responsible of the accounting department
- Accounting for 2 clients - offshore companies
(Financial accounting - Securities & Derivatives - mark-to-market p/l)
- Accounting of the Swiss company (General accounting)
- Reporting to the group Tetra Laval as per IFRS rules (incl. IFRS 39)
- Establishment of financial statements for the clients (IFRS)
- Taxes (stamp duty, VAT, corporate taxes)
- Follow-up and implementation of Business related legal contracts
(External funds, mandates, general contracts)
- Assisting the Head of Compliance with formalised procedure implementation
- Establishment of the Budget
- Implementation of a full integrated system for Asset management
- Key person for external audit

 **Tetra Pak Export Ltd, Pully
ACCOUNTANT**

- Bookkeeping for foreign markets (Central Asia, West Africa, Yemen)
- Reporting directly to the Financial Department
- Consolidation of the local above mentioned countries with the group
- Estimated reporting for the last four months of the year
- Establishment of year-end forecasts
- Set-up of the budgets

03/1997 - 01/1998	Studying abroad - New York <ul style="list-style-type: none"> • First Certificate de Cambridge • TOEFL • Waitress in a restaurant
01/1992 - 02/1997	Daniel Burnand SA, Financial audit, Prilly ACCOUNTANT <ul style="list-style-type: none"> • Managing a group of several accounts • Preparing payrolls, taxes, reporting and budgets • Developing budgets and forecasts in collaboration with executive clients.
10/1991 - 12/1991	CIAC SARL, Renens JUNIOR ACCOUNTANT
08/1988 - 07/1991	FIDAM SA, Fiduciaire, Lausanne APPRENTICE ACCOUNTANT

EDUCATION	Virgile Formation, Vevey Two year professional training in accounting
CERTIFICATES	Swiss Certified Specialist for Finance and Accounting (Swiss CPA) Commercial CFC First Certificate of Cambridge
LANGUAGES	Spanish & French - Maternal English - Spoken & written - very good Italian - Spoken - Fair German - Knowledge
COMPUTER SKILLS	Windows 2010 (Office MS Excel, MS Word) Mac environment Internet & e-mail Accounting (Oracle, NERS, SAGE, F-Kit/GLM, SAP R/3, Navision, Crésus) Reporting (Darwin, Hyperion/HFM)
INTERESTS	Reading, dancing, golf, skiing, movies
REFERENCES	Upon request