Rödl & Partner

CURRICULUM VITAE (CV)

Jelena Katunina

ACCOUNTING PROJECT MANAGER

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Function:	Day-to-day accounting services (AP/ AR/ GL/ AM)
	Preparation of annual financial statements/ co-opera- tion with auditors
	Payroll and related tax accounting
	Processing of cash and bank transactions
	VAT, CIT and other tax accounting
	Analysis of financial data
Education and certificates:	2002-2005 Bachelor of Management and Business Administration (obtained qualification: accountant)
	Utena College Business and Technology faculty
Professional focus and experience:	Full and partial accounting, annual financial state- ments, tax returns, payroll accounting
Working languages:	Lithuanian, Russian, English