

VANESSA C. DELA CRUZ, CPA

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Availability : Immediate



WORK HISTORY

LV Ledesma Construction Inc. – Davao City *Accounting Head, May – October 2019*

- Reviews and approves payments and expenditures, including payroll, employee social benefits, invoices and statements.
- Posts and reconciles processed work by verifying entries and comparing system reports balances.
- Prepares weekly outstanding payables report.
- Approves, monitors, and reconciles accounts receivable, payments, withholding tax and outstanding invoices.
- Establish appropriate accounting policy and internal controls.
- Coordinates with Project Manager and Project In-charge on accounting related queries and concerns.
- Assess Project's financial performance.



Dreamscape Networks FZ LLC - Dubai, UAE (www.crazydomains.com)
A trusted and an affordable online solutions provider of domain names, hosting and technology solutions.

Senior Financial Analyst | Financial Systems, February 2014 - September 2018

- Responsible primarily for successful implementation of SAP, providing functional expertise, guidance, presentation, and instruction on SAP modules to SAP users.
- Troubleshoots and coordinates SAP By Design System Error.
- Participates in the development of accounting policies to strengthen internal control.
- Coordinates with Reporting and Compliance and System Developers in integrating IFRS and Tax updates and compliance in Australia, New Zealand, Singapore and Europe.
- Lead Finance set-up of newly acquired entities, developing strong understanding of integration plan and how it fits into the Group's finance policies.
- Effectively partners and coordinates with Systems Developers, Reporting and Compliance, Treasury, and Corporate Accounting to deliver successful acquisitions integration.
- Establish a stable financial interface process to record acquired subsidiaries results.
- Assist in the development of new tools and procedures to increase efficiency and improve system processes and control.

- Coordinates and works with System Developers on automation and integration of monthly revenue reports ensuring accuracy of relevant financial reports.



Fasttrack Solutions, Inc.

A software products and consultancy service company that provides world class Business Solutions to the Enterprise and SMB markets.

SAP FUNCTIONAL CONSULTANT/TRAINER, July 2013 – November 2013

- Facilitates the implementation and support of SAP modules.
- Design, configuration and testing in various SAP Modules.
- Developing proper SAP training material and training new SAP users.
- Analyze the current business processes and scenarios of the client and recommend/ develop solutions to meet the client's need.
- Acts as liaison with client for troubleshooting: investigate, analyze, and solve software problems and map client business requirements, processes and objectives; develop necessary product modifications to satisfy clients' needs.



Wang Foong Foodstuffs Suppliers Pte Ltd – Singapore (www.wanfon.com)

A leading manufacturer and supplier of high quality delicatessen products in Singapore.

ACCOUNTS EXECUTIVE, September 2011 – May 2013

- Audits monthly inventory count and performs Inventory Analysis and discrepancies reconciliation.
- Examine and analyze performance of Retail, Direct and Concessionary Sales.
- Prepares and handles quarterly GST returns
- Performs month-end tasks such as accruals, deferrals, adjustments of expenses and revenues.
- Preparation and analysis of Financial Reports (Balance Sheet, P&L) and other reports as needed.



Shopping Center Management Corporation

Pasay City, Philippines (www.smsupermalls.com)

ACCOUNTING OFFICER, December 2008 – August 2011

- Handles full set of accounts (A/P, A/R and GL).
- Prepares and analyze Comparative Financial Statement (Balance Sheet, P&L, Budget Variance).
- Performs month-end tasks such as accruals/deferrals of expenses and revenues and reconciliation.
- Monitors and reviews accounting and related system reports for accuracy and completeness.
- Reviews and validates vendor invoices for payment and final posting to SAP.

- Ensures that payments are processed on time and within the specified due dates.
- Monitors Accounts Receivable and Accounts Payable aging report and coordinates with customers and suppliers/vendors for long outstanding and unreconciled items.
- Responsible for asset management functions in SAP (transactions, transfers and disposals).
- Prepares Monthly and Yearly Audit Reports and interacts with internal and external auditors in completing audits.
- Prepares, consolidates, and monitors yearly budget.

PROFESSIONAL QUALIFICATION AND CERTIFICATION

- Certified Public Accountant (CPA), License No. 0126973, November 2008, Philippines

ORGANIZATIONS AND CITATIONS (Tertiary)

- Cum Laude, March 2008
- President, Social Orientation for Community Extension, 2008
- SM Scholar, SM Foundation Inc , 2004 – 2008

ACADEMIC BACKGROUND

Tertiary	University of Mindanao
	Course: Bachelor of Science in Accountancy
	Bolton St., Davao City (2004-2008)

WORK DYNAMICS

- Excellent oral and written communication skills.
- Hardworking, team-spirited and able to multi-task effectively.
- Dynamic leadership and management orientation.
- Attentive, follows instructions and has initiative.

COMPUTER SKILLS

- IT Administrator of SAP by Design
- Knowledgeable in SAP Business One
- Knowledgeable in SAP All in One (Gui - Business Warehousing and Production)
- Advanced knowledge in Microsoft Office (Word, Excel, Power Point)

Reference available upon request.