

CURRICULUM VITAE

I. PERSONAL INFORMATION

Name, Surname **PANAITE ELENA**
Adress **Lev Tolstoi 6 str, ap.4, Chişinău**
Phone number **+373 60 500 565**
E-mail adress **e_panainte@yahoo.com**
Citizenship **Moldavian and Romanian**
Date and place of birth **03.06.1983 / Chişinău**



II. QUALIFICATIONS / STUDIES

- **Qualification / Institution**
Year
FCCA Member/ ACCA member since 2015 / 1st in the top of the ACCA students from Moldova for F6 paper and P2 paper.
Certified Auditor of Financial Institutions / National Bank of Moldova /August 2012 /
Certified Auditor (General Audit) / Ministry of Finance /April 2011/
Master in Finances / State University from Moldova / 2006 /
Bachelor in Economics / State Institute of International Relations / 2005 /

III. EXPERIENCE

- **Period**
November 2017 – present
- **Employer/ Function**
“BE LEGAL” SRL, CEO
 - Responsible for all the operations and business development in Moldova.
 - Managing leader for advisory and consulting projects
- **Principal activities and responsibilities**
- **Period**
October 2015 – present
- **Employer/ Function**
“MOORE STEPHENS KSC” SRL/ Manager/Senior Manager/Director
 - Responsible for all the operations and business development in Moldova.
 - Managing leader for financial services in Moldova and Romania:
 - Audit engagements: 2 largest banks in Moldova other smaller banks in Moldova, one of largest Insurance Company in Romania, Non-financial Institutions and Leasing Companies in Moldova and Romania.
 - Consulting projects for IFRS 9 and Basel III Implementation.
 - Managing leader for Audit of the largest OIL GROUP OF COMPANIES (Crushing Oilseeds; Grains & Trading; Export Terminals and Farming); energetic industry companies, airline services companies, railway; NGOs, other.
- **Principal activities and responsibilities**
- **Key contribution**
 - Maintaining and developing existing client relationships, and contributing to the development of new business opportunities
 - Contribute to people initiatives including recruiting, retaining and training assurance professionals
 - Plan and execute multiple concurrent client engagements including scheduling, deploying of resources and effectively managing projects to completion

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| | <ul style="list-style-type: none"> ▪ Assist in managing, developing and coaching professional staff ▪ Responsible for assisting and actively participating in the development of departmental training, methodology and tools ▪ Develop people through effectively supervising, coaching and mentoring all levels of staff ▪ Manage all aspects of an audit engagement including: planning, fieldwork, wrap-up and billing |
| <ul style="list-style-type: none"> • Period • Employer/ Function | <p>May 2010 – September 2015 “MOLDAUDITING” SRL/ Senior Auditor</p> |
| <ul style="list-style-type: none"> • Principal activities and responsibilities | <ul style="list-style-type: none"> ▪ Responsible auditor for reviewing the quality of audit engagements of externally financed projects. Leading a team of 5 personnel. Conducting quality control review, training of junior auditors regarding audit engagements of externally financed projects. ▪ Lead auditor within the Censor’s Commission of Banks; Presentation of Results to General Meeting of Shareholders. ▪ Auditor within the audit engagements and limited reviews of banks and companies. |
| <ul style="list-style-type: none"> • Key contribution | <ul style="list-style-type: none"> ▪ Establishing the quality policy and quality objectives of the organization concerning the audit engagements of externally financed projects. ▪ Drawing up and implementation of audit programme and procedures for ISA 800 and ISRS 4400; ▪ Establishing and applying a process for continual improvement of the quality management |
| <ul style="list-style-type: none"> • Period • Employer/ Function | <p>September 2012 – May 2013 Banca de Economii S.A./ Administrator, member of Censor’s Commission</p> |
| <ul style="list-style-type: none"> • Principal activities and responsibilities | <p>Assessment of bank’s internal control systems so as to ensure observance of all laws and regulations applicable to the bank; Assessment the activity of internal audit;</p> |
| <ul style="list-style-type: none"> • Period • Employer/ Function | <p>November 2008 – February 2010 BCR Chişinău S.A., Erste Bank Group/Chief of Internal Auditor Division</p> |
| <ul style="list-style-type: none"> • Principal activities and responsibilities | <ul style="list-style-type: none"> ▪ Audit of all functional departments of the bank. Preparing, planning and achieving financial and operational audits, ▪ Preparing annual internal audit plan, ▪ Develop comprehensive internal audit report both results of audit action, causes and consequences of deficiencies, as well as recommendations for improving the work of the unit audited ▪ Reporting to Audit Committee and the Supervisory Board of the Bank. ▪ Follow-up of the recommendations made by external auditors, NBM, internal auditor. |
| <ul style="list-style-type: none"> • Period • Employer/ Function | <p>July 2005 – November 2008 BCR Chişinău S.A., Erste Bank Group/ Credit Officer</p> |
| <ul style="list-style-type: none"> • Principal activities and responsibilities | <ul style="list-style-type: none"> ▪ Informing clients concerning the corporate products; ▪ Preparing credit papers and manage customers' requests and portfolio; ▪ Analyzing financial information; ▪ Advising and recommending changes to loan policy and procedure; ▪ Liaising with other staff within the company, such as account managers and product specialists; ▪ Preparing credit reports for loan committee in conformity with bank policies and procedures; ▪ Granting and monitoring the loans. |

IV. OTHER SKILLS

- Able to be responsible for engagement profitability, including billings and collections, and maintaining engagement team focus on productivity and efficiency
- Excellent analytical, technical, and auditing skills
- Strong knowledge and experience managing larger, more complex engagements
- Excellent leadership skills – proven ability to manage and develop staff members
- Raise the technical knowledge of the group through training and continuous professional development.