

Ms. Eleonora Salvato



Profile Administrative Director | Master of Science in Business Administration, summa cum laude | Six months Erasmus in Madrid | Good English, advanced Spanish.

CARRER

Sept.2021 to Present

General Services and Administrative Director
MIM, I.C. Matteotti-Cirillo, Grumo Nevano (NA)

Dec. 2018 to Aug.2021

FINANCE OFFICER

MD S.p.A. , Gricignano d'Aversa (CE), Italy

Management of the collection of credits claimed by the Company for the supply of goods and services; Supervision of the reconciliation process for collections received through the channels made available to the company; Management support in the management of customer cases; Periodically inform the C.F.O. and the commercial network regarding the updated situation of credits, in particular those with critical issues and difficulties in collections; Guarantees the preparation of punctual credit data in order to satisfy company ; Presents to the Chief Financial Officer all summary data relating to the credit situation for the monthly presentation to Top Management; Evaluate customers financially by continuously updating their economic and financial information.

Dec. 2016 to Dec. 2018

ASSISTANT FINANCIAL DIRECTOR

MD S.p.A. , Gricignano d'Aversa (CE), Italy

Sept. 2014 to Dec. 2016

FISCAL AND ACCOUNTING CONSULTING

MD S.p.A. , Gricignano d'Aversa (CE), Italy

EDUCATION

Dec. 2012 to May 2014

Federico II University, Naples - Italy

Master of Science in Economics, specialized in business administration; Thesis in Economy Policy; Final grade: Summa cum laude.

Sept. 2013 to Feb. 2014

UCM, Madrid, ES

Erasmus Program; Intensive course in Analysis y planificación financiera (analysis Liwe Española), Gestion de recursos humanos en empresas turisticas (planning of HR, sources of recruitment and selection of HR, contractual relationship, compensation, training and career development in the tourism industry, i.e. NH Hotels, Omni Hotels, Southwest Airlines, Nemaocolin Woodlands Resort & Spa, Holiday Inn Worldwide) and bibliographical research, that led me to the writing of the thesis.

Sept. 2008 to Dec. 2012

Federico II University, Naples, Italy

Bachelor degree in Economics and Management.

GENERAL SKILLS

Language:

Italian: Mother tongue | **English:** Good | **Spanish:** Advanced

Software:

Microsoft Office (Power Point, Excel, Word).

FURTHER INFORMATION

Experiences: 03/13: "XXV Edizione del premio marketing per l'Università": developing and presenting a new line extension for the brand "STAR".
03/10: " Henkel Global Case Challenge": developing and presenting a business plan of an innovative product called "Thera-Light".
09/08- 07/13: High school students tutor.

Sports: 09/01-08/08 Swimming
09/04-09/08 Volleyball, sport that allowed me to develop the ability to work in team.

Hobbies: Fashion, music, art, design, cooking and travelling.

I authorise the use of my personal data with Legislative Decree 196/03 and the EU Regulation 2016/679 (GDPR).