



## RESUME



### Personal information

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Nationality **ITALIAN**

Date of birth 11/11/1977

Gender **MALE**

Versatile professional with extensive and demonstrable experience in the accounting and tax compliance. Able to work independently as well as part of a team, I have been working for an important accounting firm in Milan, member of an international network, in which I had the opportunity to hold various positions, gaining confidence in the management of multiple projects, and carrying out tax, administrative and accounting requirements.

### Work experience

08/24/2020 - present **Senior Finance Analyst**  
Human Technopole (No-profit Foundation)  
Responsible for the development and management of the Integrated Reporting project and Risk management on Financial Statements data

01/01/2017 – 08/07/2020 **Tax & Accounting Consultant**  
BTA - Baudo Tax & Accounting (Accounting Firm)  
Accounting, administrative and fiscal consultancy mainly addressed to Italian and foreign corporations (international groups with branches on national territory), operating in different product markets.  
Main tasks: the preparation of annual and interim accounting balance sheets, tax planning, preparation of EEC budgets, compilation of declarative models for direct and indirect taxes, daily and generic assistance in accounting-tax matters, supervision and check-up of periodic tax compliance (Intrastat models, register of income and expenses, VAT payment communication, periodic deadlines and F24 form), national and international reporting, forecasting, cash flow, budgeting and variance analysis.

01/01/2016 - 12/31/2016	<p><b>Administrator</b>  CFO Service, Milan - (Business consulting company - "Baudo group")  Business consultancy exclusively addressed to Italian and foreign corporations; concerning accounting and administrative assistance, reporting, forecasting, budgeting, cash flow, statistics variance analysis. In addition to performing some operational tasks, I coordinated and supervised a team of 2 collaborators. At the same time, I carried out this task along with the point described in the following lines.</p>
01/02/2009 - 12/31/2016	<p><b>Administrator</b>  BP Corporate management Srl, Milan - (Accounting company "Baudo group")  Coordination and supervision of ordinary accounting and tax consultancy for Italian and foreign clients (Italian branches of international groups).  The accounting team consisted of 6 people.</p>
01/11/2001 - 01/31/2009	<p><b>Accountant &amp; Chief Accountant</b>  Baudo &amp; Partners Commercialisti, Milan - (Accounting Firm)  This Accounting Firm in Milan is member of the international INAA network. The main tasks consisted in keeping the general accounting, drafting the accounting balance at the end of the financial year, drawing up the financial statements in EEC format, carrying out the tax fulfilments envisaged, managing the dispute (out of court notices and tax records), miscellaneous tax, accounting and relating to Value Added Tax (VAT) consultancy.  My receivables consisted mainly of a group of joint-stock companies and partnerships operating in the insurance, real estate, IT, plant engineering, construction and professional activities branches. Over the last years of activity at the Studio I took on the position of Chief Accountant with coordinating the accounting team of the Firm composed of five collaborators.</p>
05/01/1998 - 10/31/2001	<p><b>Clerk</b>  C3 S.n.c., Saronno (VA)  I was recruited with the qualification of administrative clerk and I took care in total autonomy of the administrative management of the company managing relations with the accountant, the credit institutions, the customers and suppliers.</p>
09/01/1996 - 01/05/1997	<p><b>Practitioner</b>  Studio Felotti, Limbiate (MI) - (Accountant)  My main tasks consisted in processing quarterly rental invoices, rent calculations, Istat revaluations, calculation of registration taxes and the charge back of condominium fees. I also had the opportunity to investigate the taxation of individuals.</p>

**Education and training**

2022 Corporate sustainability strategies  
Business School Sole 24 ore

2019 Finance & Administration Master  
Business School Sole 24 ore

2017 Registration for the National Tax List  
INT - National Institute of tributaries

2009 National and foreign VAT Master  
Euro-conference

1996 Secondary School Diploma of Accountant and Commercial Expert  
Mark: 48/60

**Personal skills and competences****Mother tongue(s)** ITALIAN**Other language(s)****Self-assessment  
European level (\*)****English****French**

Understanding		Speaking		Writing	
Listening	Reading	Spoken interaction	Spoken production		
B2	B2	B2	B2	B2	
A2	A2	A2	A2	A2	

(\*) [Common European Framework of Reference for Languages](#)**Social skills and competences**

Good communicator, I consider myself a dynamic person, motivated with particular interest in professional and personal growth. Among my qualities I can include precision, professionalism, dedication to work, confidentiality and reliability.

Excellent team player.

**Organisational skills and competences**

Confident in team-building.

I have consolidated organizational skills, management of priorities and job management and deadlines even in periods of high pressure and intense work activity.

**Computer skills and competences**

- Excellent knowledge of Profis SQL and Profis 32 (Systems) management software.
- Good knowledge of Microsoft applications and the Office package.
- Good internet browsing ability and use of Outlook.
- Basic knowledge of the Exact accounting software.

**Driving licence**

A and B licence

**Additional information**

In compliance with the Italian Legislative Decree no. 196 dated 30/06/2003, I hereby authorize the recipient of this document to use and process my personal details for the purpose of recruiting and selecting staff and I confirm to be informed of my rights in accordance to art. 6 and 13 of the GDPR 679/16