

Dear sirs,

My name is Giorgio Fatica,  
Master's Degree from the University of Siena,  
since November 2019 I'm working as an Accounting and Administration Specialist at Digital  
Telecommunications Services s.r.l., a telecommunications company located in Siena, Florence and  
Prato, Tuscany, Italy.

Since September 2019 until October 2019 I was an accounting-tax consultant at the Genovese  
Studio, located in Florence.

From May 2019 to August 2019 I was an administrative and logistic manager at Silva Group s.r.l. in  
Florence and I gained experience as an administrative clerk in the asset area at SEI TOSCANA  
S.R.L., an ecological services company located throughout the Southern Tuscany Region (Siena,  
Arezzo and Grosseto provinces) from 2017 to 2018.

In Siena, from 2011 to 2017, I gained experience as a self-employed and collaborator in  
professional firms in tax and accounting consultancy for SMEs.

I'm sending my application to you because I'm very interested in your offer  
and because I think that my skills and my experiences can be compatible with your requests.

The reasons why I'm looking for another job are aimed at further training opportunities,  
career opportunities, economic opportunities,  
life opportunities in broader social contexts such as, for example, metropolies.

I have the ability to adapt within different business areas and especially within work groups.  
I also have technical experience in accounting, digital programming and statistics,  
in addition to an excellent knowledge of English and a basic knowledge of French.

Attached my updated Curriculum Vitae.

Regards,  
Giorgio Fatica



# Giorgio Fatica

## PROFESSIONAL EXPERIENCE

### Accounting and Administration Specialist - Virtual Media Business s.r.l.

**Brand: Rete Ivo by DTS s.r.l.**

**2019**

- Business Planning
- Customer administration care
- Finance
- Telecommunications market analysis
- Foreign customer relations management
- Relations with suppliers
- Accounts receivable

### Administration Specialist - SILVA GROUP S.R.L.

**2019**

- Multi-service data flow management and control
- Industrial accounting
- Data analysis
- Logistics
- Transport market analysis

### Administration Specialist - Tax consultant - SEI TOSCANA S.R.L.

**2017-2018**

- Management and control of vehicle databases
- Management and control of fuel cards for refueling
- Data management for recovery of excise tax refunds on fuel - Siena, Arezzo and Grosseto area
- Accounts payable
- Issue R.D.A
- Management of supplier relations, workshops and construction sites - Siena, Arezzo and Grosseto area
- Data analysis
- Ecological services market analysis

### Freelance collaboration as Accounting and Tax Consultant

**2012-2018**

- Studio Genovese
- Studio Fancelli
- Studio SE.DA. s.n.c.
- Studio Paolini
- Studio Fruschelli, Minghi, Mori, Commercialisti Associati
- Studio Commerciale e di Revisione Contabile Dott. Ottavi Marco

## EDUCATION

Master's Degree in Economic Sciences at University of Siena, 21/07/2011  
 Operational research thesis: P.E.R.T.: project evaluation review technique"  
 Evaluation : 103/110

Bachelor's Degree in Economic Sciences at University of Siena  
 Econometrics thesis: "Economia della Felicità: un confronto empirico"

High School Diploma at Liceo Classico Mario Pagano, Campobasso (CB)

## INFORMATION

Campobasso (CB) , 22/12/1985

☎: 3336595349

✉: giorgio.fatica.11@gmail.com

Via Rosselli Cecconi 2 , Firenze(FI)

: Giorgio Fatica

## LANGUAGES

- Italian: mother tongue
- English: bilingual
- German: basic
- French: basic

## TECHNOLOGICAL SKILLS

- DTS Intra
- Wildix
- TeamSystem
- Profis
- Osra-B point
- Planning
- Modi
- Wintime
- Adobe
- GoCompy
- Anatoc Pro
- Ekovision
- Microsoft Office
- STATA
- Eviews
- Microsoft Analytics NAV
- Photoshop
- Altervista
- Google Forms

## NON-CURRICULAR EXPERIENCES

- Organization of musical events
- Web Promoter and Marketing
- Musician and arranger at "Brain Ragu"
- Radio program director at "Uradio"
- Director and author
- Promoter of cultural initiatives