

# George Valettas

**Mobile:** +30 693 61 60 622  
**Home phone:** +30 210 600 90 60  
**Email address:** gvalettas@yahoo.gr  
**Skype:** george.valettas

**Address:** 7 Zisimopoulou Str., Athens - Greece 11524  
**Personal status:** Married with 2 children  
**Date of birth:** 19-Feb-1973  
**Nationality:** Greek

## PROFILE

A highly motivated and results driven finance and administration manager with extensive experience across a wide range of companies. Skilled in numerous financial, tax and accounting fields including inter alia: Budget, KPIs, IFRS.

Having the ability to handle complex assignments effectively and possessing the confidence to work as part of a team or independently. Hands on and highly successful in increasing profitability whilst reducing inefficiencies.

## MEMBERSHIPS

**Elastron SA, Member of the Audit Committee** **June 2019 - Present**

- Ensuring Group's compliance with regulations and principles of Corporate Governance
- Monitoring the process of Financial Reporting and Financial Statements (Annual & Interim)

**Alco Hellas SA, Non-Executive Member of the BoD & Chairman of the Audit Committee** **July 2017 - Present**

- Liaising with ATHEX Group as regards deletion of company's shares from the Athens Exchange
- Establishment of Regulation of Operations and oversight of the statutory auditors

## CAREER HISTORY

**Steel Center SA** **July 2016 - Present**

**Chief Financial Officer (part-time)**

Business sector: Manufacturing  
Annual turnover: €12M

Headcount: 25 employees  
Reporting to: CEO

**Corus-Kalpinis-Simos SA (Ex-member of Tata Steel Group)** **Dec 2010 - June 2016**

**Finance & Administration Manager**

Business sector: Manufacturing  
Annual turnover: €18M

Headcount: 67 employees  
Reporting to: Board of Directors

### Main duties

- Restructuring & Directing all business departments
- Handling of legal issues along with legal advisor
- Liaising with Banks, Auditors, Greek authorities

### Key achievements

- Cut losses in half & Raised gross margin by 17%
- Loans restructuring & Positive cash flow
- Reduced bad debts and set up credit insurance

**Maillis Group (listed on ASE)** **Jan 2009 - Nov 2010**

**Accounting Director**

Business sector: Manufacturing  
Annual turnover: €262M

Headcount: 1,528 employees  
Reporting to: CFO

### Main duties

- Ensuring compliance with Greek GAAP and IFRS
- Management of Group's tax strategy
- Fulfil Athens Stock Exchange obligations

### Key achievements

- Effective tax restructuring of Bulgarian affiliate
- Developed accounting software for consolidation
- Minimization of legally required taxes

**PwC Greece** **Feb 2007 - Jan 2009**

**Tax Manager**

Business sector: Consulting  
Annual turnover: €30M

Headcount: 700 employees  
Reporting to: Tax Director

### Main duties

- Statutory audit of compliance with tax legislation
- Tax due diligence & advisory services
- Teaching seminars at PwC Academy

### Key achievements

- Successful support concerning Tax Offices' audits
- Creation of software in excel for PwC tax team
- Saved to customers numerous penalties

**Pharmathen Group****Nov 2003 - Jan 2007****Accounting Manager - Assistant CFO**

Business sector: Manufacturing

Headcount: 100 employees

Annual turnover: €35M

Reporting to: CFO &amp; Board of Directors

*Main duties*

- Supervision of all finance departments including HR
- Budget, Reporting, Group's financial results
- Handling of governments grants

*Key achievements*

- Implementation of new ERP system
- Built a functional and dynamic financial team
- Structured and negotiated strategic partnerships

**Avgerinopoulou Group****Apr 2002 - Oct 2003****Internal Auditor**

Business sector: Services

Headcount: 1,000 employees

Annual turnover: €35M

Reporting to: Head of Internal Audit

*Main duties*

- Audit of tax, labor & revenue process at chain stores
- Highlight issues and problems with reports to BoD
- Ad hoc advice and guidance to managers & staff

*Key achievements*

- Detection and prevention of considerable frauds
- Improved processes & streamline workflows
- Created an operation manual for group's staff

**Hatzipanagos SA (Partner of McDonald's Hellas)****Mar 2000 - Mar 2002****Financial Controller**

Business sector: Wholesale &amp; Logistics

Headcount: 80 employees

Annual turnover: €24M

Reporting to: CFO &amp; Managing Director

*Main duties*

- Preparation of Budget, Reporting & Key Figures
- Oversight of credit control department
- Cost allocation of expired goods to McD's price list

*Key achievements*

- Successful negotiation of mark up along with CFO
- Charged McD's storage fees for tied up capital
- Controlled effectively suppliers' surcharges

**M. Valettas' Accounting Office****1990 - 1999****Accountant & Partner***Main duties*

- Accounting, Tax & Payroll services
- Reports concerning companies' financial position

*Key achievements*

- Ensured full compliance with applicable legislation
- Expanded the customer base

**EDUCATION****University of Kentucky (Gatton College of Business and Economics)****Mar 2016**

MBA

**University of Piraeus****Sep 1999**

BS, Business Administration (Specialization in Accounting/Auditing)

**Model Experimental School of Athens University****June 1990**

Primary &amp; Secondary School (Hons)

**CERTIFICATIONS****A' class tax licence/signatory right**, *Economic Chamber of Greece***Certificate in IFRS**, *Institute of Chartered Accountants in England and Wales (ICAEW)***Accredited Civil & Commercial Mediator**, *Greek Ministry of Justice***CIA (In progress)**, *Institute of Internal Auditors (IIA)***Successful Negotiation: Essential strategies and skills**, *University of Michigan***Certifications concerning: Logistics, Internal Audit, Finance, Accounting, Tax, IFRS/IAS**, *Several Seminar Institutes***IT SKILLS****ERP software:** SAP, Microsoft Navision, Atlantis**MS Office:** Excel, Word, Power Point**LANGUAGES****English:** Full professional proficiency**French:** Elementary proficiency**PROFESSIONAL AFFILIATIONS***Member, Economic Chamber of Greece**Regular Member, Institute of Internal Auditors (IIA)***REFERENCES**

Available upon request