



EMMA CALVI

Applying for a controlling internship from
January 2023 (6 months)



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/emmacalvi



Driving licence B

LANGUAGES

English: B2 (TOEIC 835/995)

Spanish: Fluent

French: Mother tongue

COMPUTER SKILLS

EXCEL: Advanced

- Create automated templates
- Use the main financial functions
- Use results to do pertinent graphs

SAP: Notions

- Extract data
- Check amounts and orders
- Fill in with results

INTERESTS

Travels:

On my own during 10 weeks in Costa Rica and Colombia

- Discover and adapt to new cultures
- Practice English and Spanish
- Develop autonomy and open-mindedness

Sewing:

- Clothing design
- Sale of bags made by my hand

Sport: practice dance during 12 years

SKILLS

Financial:

- Cost analysis
- Financial diagnosis
- Prepare reporting and calculate management fees

Communication:

- Teamwork and communication within a group
- Present reporting and results
- Use tools of presentation

WORK EXPERIENCE

Controlling internship (6 months)

SEPT 2021-MAR 2022 - RAYGROUP SASU - GRENOBLE

- Create automated reporting tools on excel
- Present monthly activity reports
- Create and present KPI to managers

Waitress and order picker

SEPT 2020-2022- INTERIM MAC DONALD

- Working under pressure

Project manager

DEC 2019-FEB 2021 - JUNIOR CONSULTING GRENOBLE IAE (ASSOCIATIVE)

- Manage a study in relation to the client and the students that are working on
- Target the need and propose relevant solutions
- Train the next project managers

Cashier

JUL 2019-AUG 2019 - LECLERC

- Manage a cash register and customer relations

SPA receptionist

JUN 2018-AUG 2018 - HOTEL PERALDA (SPAIN)

- Greet the client in foreign language, manage the schedule, work on the software

EDUCATION

Master degree in audit and controlling

SEPT 2020-JUN 2023 - GRENOBLE IAE

- Cost calculation, audit, M&A, consolidation, project controlling, financial analysis

Bachelor degree in economics and management

Finance and control speciality

SEPT 2019-JUN 2020 - GRENOBLE IAE

SEMESTER IN EDEM ESCUELA (Spain)

2 year technical degree specialized in Finance

SEPT 2017-JUN 2019 - DUT GEA - GRENOBLE-ALPES

- **One-year project:** create a **fictive company** and create the **business plan**