



Curriculum vitae

Personal Details:

Name	Beatrice an Mey
Address	Max-Seidl-Weg 6, 81369 München
Phone	089 / 385 904 09 0163 – 605 48 99
E-Mail	mail@bealeggi.de
Birth date	17.01.1962
Maritus status	married 12.08.1991
Children	Julian, born on .01.08.1997 Timothy, born on 22.03.2000
Nationality	German

Work Experience:

2010/June - 2011/July	„fairy for accounting“ for the Munich tax office Mayer's Büro, mainly engaged in field service at the customer for OPOS-Accounting for Auction Houses and distributors
2009/October - 2010/December	independent financial accounting for a Munich film production at my home office independent preparation of VAT returns, request for refunds of VAT abroad/EG and claims of withholding tax
2009/July – N O W	structure of my own counseling center, representing VLH (income tax assistance/Lohnsteuerhilfeverein)
2009/July - 2009/October	assistant in the tax office of a major hotel company electronic archiving inbox and outbox maintaining the database of tax law, laws and comments
2009/May - NOW (1day/week)	independent financial accounting for a Munich IT-Firma: booking of the daily business, Kreditoren- Accounting, writing invoices, import and export of the dates from and for the Steuerkanzlei which does the yearly declarations
2008/September - 2009/März	financial accounting at Merkur GmbH, collection agencies in Munich
2007/October - 2008/June	Financial accounting and preparation of balances/end results for the tax office Spielhofen & Haupt GmbH,
2007/October - 2009/July	Office management and order management, accounting /financial and payroll for Winoliva oHG und E&S Consulting GmbH
2007May - 2009/December	structuring, financial accounting and payroll for lunch time supervision /pupil care of the

	Primary school Konrad-Celtis-Schule
2007/May	Financial accounting for Hawlik GmbH
2006/May -2007/September	Independent financial accounting, preparation of bookkeeping and business plans
2006/March - April	Financial accounting, Accounts receivable for APV distribution service
1996 - 2006	Independent financial accounting , preparation of bookkeeping and tax declarations at home for tax offices
1994/Januar -1996/May	Tax clerk in employment at the tax office Bogdanski, Munich preparation of tax declarations, end results, balances, financial accounting and pay rolls
1993/July-1993/June	Tax clerk in employment , tax office Glöckner München, preparation of tax declarations, end results, financial accounting, pay rolls
1992/June-1993/June	Tax clerk in employment , business consulting Mader and Stadler, Munich, preparation of tax declarations and end results
1991/September - 1992/January	Practical training / tax clerk
1991/January - 1991/May	business consulting Mader und Stadler, München practical training / tax clerk tax office Schnabel, München
1990/January - 1990/May	Project assistant at Siemens, München
1989/May - 1989/December	Secretary for time company ABL in München
1988/April - 1989/April	Clerk for dunning at the Bayerische Versicherungskammer München,
1987/September - 1988/March	Clerk at city companies of Munich
Education:	
2011/ September	Participated in the examination of ZVL (objective is certification of my tax office)
2009/2010/2011	courses for current judicial drying training for tax clerk
1990/June - 1992/June	Studies of law
1981/November - 1988/January	at the Ludwig-Maximilians-Universität, two times participated in 1. Examen
1986 and 1987	Gymnasium Hohenschwangau, finished with high school/ Abitur
September 1972/September - 1981/June	Primary school in Füssen
1968/September - 1972/July	

skills**Computer**

MS-Office, internet applications,
typewriters writing,
block number blind, Excel, Datev-REWE, Lexware,
KHK-Sage, Tax, and other accounting programs

Languages

German (native)

Englisch (fluent)

French (intermediate)

Italian (intermediate, like it more than French)

Norwegian, Danish, (talking basic, good in reading)

Driving license

Driving license, class 3 for Pkw

Activities:

Health and nutrition, alternative medicine, Yoga,
transcendental meditation, activities in the nature,
in and at the sea

München, den 25.09.2011

Beatrice an Mey