

## Jette Skov Trabjerg

Graduate Diploma in Business Administration (*Financial and Management Accounting*), 1999.

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### Profile

I have +25 years of wide and fundamental experience as Financial Manager, Financial Controller and IT-project manager in various businesses.

I know all functions in a financial department, coming from a voucher to the final year-end report. I have participated in several IT-projects both as project manager as well as a project member.

It is the process going forward, optimizing/streamlining and finding solutions quickly and effectively that motivates me. In this I use my structured approach and my basic positive attitude. In meeting with people, I am open-minded, honest and credible.

### Career:

2024 –

#### Freelance Consultant

Jette Skov Trabjerg ApS <https://www.skovtrabjerg.dk/>

- **Sept. 2024 – (present): In charge of monthly accounts for Maileg ApS, a mid-sized international trading company**
  - o Organize the month-end close, optimization of financial processes, Salary Handling, Technical Mentor for a Finance Trainee and project tasks for the CFO.
- **Sept. 2024 – June 2025: Financial Controller in a mid-sized construction and operations company**
  - o Budget, Forecast, Month-end close and reporting

2023 – 2024

#### Manager, Finance Operate & Transformation

EY, Herning, DK

- Interim flexible finance resource in different roles: Accounting, Accounting Manager, Controller (Business and Financial) with 6 different EY clients.

2022 – 2023

#### Senior Consultant, Finance Operate & Transformation

EY, Herning, DK

- Interim flexible finance resource in different roles: Accounting, Accounting Manager, Controller (Business and Financial) with 4 different EY clients.

2016 – 2022

Controller Production and Project (Y2016 – 2020)/Program Analyst (Y2020 -

## **Phillips Medisize A/S (previous Medicom Innovation Partner A/S), 220 employees, Struer and Virum, Copenhagen)**

- Financial reporting production: Margin reporting customer/product, follow-up support hours, scrap analysis.
- Fullcost calculations for production and projects: Cost, IPC and overhead. Development of a new model in Excel.
- Mapping of total hours used: Utilization reporting employees, departments and projects.
- Planning and completion of yearly stock counting/status as well as review and auditing.
- Daily accounting transactions and preparing of materials for yearly report for UK entity and Holding entity in DK.
- Internal project manager for upgrading Microsoft AX Dynamics from AX2003 to AX2012.
- System administrator AX2012 (maintenance, introducing new employees, user guides etc.).
- Investment calculations.
- Ad-hoc tasks assigned from global controller team in US.
- Responsible for fixed assets.
- Preparing of materials to the year-end report.
- ITC site lead (local coordinator) SAP implementation 2020 and part of the Project Group
- Global Program Analyst SAP (set up projects, Invoicing Projects, Project Systems reporting)
- Coordinator local finance Struer DK/Global Project Controller team

## **2014 – 2016**

### **Financial manager and IT-responsible, part of the leadership team**

#### **Hvidberg A/S, 30 employees**

- Development of financial reporting system in C5 for projects.
- Cost calculations: Fixed assets and projects.
- Follow-up projects: Cost calculations, budgeting and calculation of percentage of completion.
- Month-end reporting.
- Reporting to the board.
- Budget and year-end reporting to bank, and contact to auditor.
- Price lists.
- Procedure descriptions.
- Ad-hoc tasks HR and IT.

## **2006 – 2014**

### **Financial manager and IT-responsible, part of the leadership team, daily manager for 5 sales people**

#### **Riis Rejser A/S, 15 employees**

- Development and set-up financial reporting in a German travel-software system.
- Month-end reporting.
- Year-end reporting and contact person bank and auditor.
- Salary.
- Part of the strategic management and daily management.
- Back-up daily accounting transactions.
- Implementation of data and common procedures by acquisition of a company.

## **2003 – 2006**

### **Responsible of Financial accounting**

#### **Jens Møller Products, 6 employees.**

- Daily accounting, month-end and yearly reporting.
- Contact person bank and auditor.
- Salary.

## **1998 – 2003**

## **Controller**

**CC&CO, 250 employees, 10 employees in financial department.**

- Controller subsidiary company.
- Budgeting and follow-up budget.
- Daily accounting and transactions.
- Temporary stand-in for chief accountant.
- Executive assistant for CFO.

**Education and courses:**

2022: Academy Program Management

2014 Intensive leader education (Ørskov Group)

2012-2013 Mini-MBA - leader

2012 Law of year-end reporting - workshop

1999 Graduate Diploma in Business Administration (*Financial and Management Accounting*)

1995 Office assistant "all-round", Zenith Møbler

Courses TAX/VAT and Lean etc.

**System experience:**

Business Central

Navision

SAP

AX2003+AX2012

E-conomic

Superuser Excel (pivot)