PERSONAL INFORMATION

Begoña Villarroya Cruz



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Sex Female | Date of birth 26/01/1983 | Nationality Spanish

WORK EXPERIENCE

September 2014 – February 2018

Supervisor position in Tax department

Ernst & Young (EY) (Brazzaville, Congo). Website: http://www.ey.com

- Tax support to foreign companies in the Congolese market. General tax advice in human capital, valued added tax, withholding tax and corporate income tax and local taxes under the local tax law
- Monthly and annual compliance
- Responses to tax recoveries, collection notices and participation in the development of the tax audits with the clients themselves and the tax authorities until the negotiation step
- Evaluation of tax risks of companies set up in Congo
- Due diligence participation
- Interaction with clients to follow up the daily tax issues in order to optimize their tax payments
- Supervision of a three people team
- Clients follow up and reporting to Africa EY cluster team attending audits, tax compliance and tax risks of the clients themselves
- Main clients IBM and Robert Bosch with daily interaction
- Supervision of a 6 people team

Business or sector: Audit and legal

March 2010-August 2014

In-house tax lawyer in International Tax Department

ATOS SPAIN SA (Madrid, Spain). Website: https://atos.net

- Evaluation of tax risks (international tax planning) for projects abroad Spain regarding foreign tax law systems and the application of tax treaties
- Calculation, report and compliance of corporate income tax.
- Elaboration of Transfer pricing documentation (master file and local file), and revision of transfer pricing rules application
- Tax advice for daily queries requested from accounting department and human resources department
- Tax treatment of the expatriates outwards and inwards (mobility and payroll taxes)
- Supervision of two one person of the own tax department

Business or sector Information technologies

2007-2008

Junior position in tax department

J&A GARRIGUES LAW FIRM (Top legal firm). Website: http://www.garrigues.com/

- General tax local advice (Spanish taxes) to individuals and corporations, monthly compliance, support to senior and associates.

Business or sector Audit and legal

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EDUCATION AND TRAINING

Master of Law (LLM). 2008/2009

Qualification: 12,326 over 20. Mention: Quite well

Cergy-Pontoise Université, France

- Antitrust competition Law
- Company Law
- Corporate Governance
- International Criminal Law and Procedure
- Contracts Law
- Compliance
- International Taxation
- European Union Law: Institutional & Substantial

Master of taxation.2007 to: 2008

Qualification: 8 over 10. Mention: Quite well

Centro de Estudios Financieros, Spain

- General Taxation (Spanish): Corporate tax, personal tax, valued added tax , no resident tax

Double Diploma in Law and financial management. 2001 to 2007)

Qualification: 7 over 10. Mention: Quite well

Miguel Hernández University, Spain

Carleton Universlity, Canada (Exchange student program)

- Law and financial management

PERSONAL SKILLS

Mother tongue(s) Spanish

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
French	C1	C1	C1	C1	C1
Notes: Current working language					
English	C1	C1	C1	C1	C1
Notes: Diploma in English for Business communication. Master of Laws studied in English. Working language					

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
Common European Framework of Reference for Languages

Communication skills

- Good communication skills gained through my experience and interaction with clients and public administration staff
- Capacity of listening and interaction with different office positions (juniors and partners), clients and departments
- Empathy and respect to the interlocutor. Capacity to understand different ways of working attending to the culture (Anglo-Saxon, European, African…)
- Ability to keep the right medium to interact.

Organisational / managerial skills

- Leadership
- Ability to meet deadlines and use time wisely (use to submit returns and to report in due dates)
- Coordination and interaction with other teams (different countries and different departments)
- Analytical skills (used to understand questions from other departments)
- Used to manipulate Excel sheets

Job-related skills

- Friendliness and the ability to get along with others (used to worked in different languages and cultures)
- •Innovative/creative problem solving (in order to closed opened issues as audits, due diligences)
- Ability and a desire to learn (capability to work in different jurisdictions and systems, high motivation for integration)

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Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Independent user	Proficient user	Basic	Basic

Levels: Basic user - Independent user - Proficient user
Digital competences - Self-assessment grid

No certificates acquired. Learn at work.

- Office (Word, Excel, PowerPoint, Access, outlook)
- Macromedia: Flash
- User of internet
- Law databases: Aranzadi, Eurlex and Tirant IBDF (for international tax)
- Accounting systems: Sage, Oracle and SAP

Other skills

- Contribution and participation in charity
- Sports: Golf, tennis and running

Driving licence

Yes. B:

ADDITIONAL INFORMATION

Other

- Charity Services in Saint Leonard's society in Ottawa (Canada), assisting people in conflict with law
- Exchange study programme at Carleton University, Ottawa (Canada)

Memberships

- Bar association, Castellon, Spain

Courses

- VAT in International transactions

ANNEXES

- Copies of degrees and qualifications and testimonial of employment will be attached once they are required;

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