

+420 725 547 702



r.secova@rsconsulting.cz



Prague, Czech Republic



RADKA ŠECOVÁ



KEY SKILLS

Software Implementation



Software Project Management



ERP



LANGUAGES

English

German

SUMMARY

Experienced Head of Information Technology with a demonstrated history of working in the real estate industry. Strong information technology professional skilled in Yardi Property Management, Business Process, Negotiation, Analytical Skills, and Software Implementation.

PROFESSIONAL EXPERIENCE

RS Consulting s.r.o.
Managing Director & Yardi system independent consultant
April 2019 – Present
Prague, Czech Republic

Providing managed support service, implementation, business reporting and trainings for Yardi Voyager property management software.

EURAMCO Asset Czech s.r.o.
Head of IT
October 2008 – Present
Prague, Czech Republic

Being in control of all aspects of IT at the company. Setting strategy and direction for the IT department. Taking an active role in shaping the current and future direction of the IT department. Managing internal and third party team of technical staff. Ensuring that IT contracts and service levels are negotiated in line with all strategic aims and financial constraints. Making sure the company meets all regulatory, legal, audit and agreed internal and external standards for IT. Reviewing IT architecture and infrastructure and identifying areas in need of upgrade. Implementing new IT systems and strategies. Creating and promoting the company's website on social media platforms.

EURAMCO Asset Czech s.r.o.
Project Manager
October 2005 - September 2008 (3 years)
Prague, Czech Republic

Project management and Implementation of ERP system 'Yardi Voyager' together with document management system 'Saperion' worldwide (namely in Germany, Poland, Czech Republic, Austria, Australia, Hungary, Slovakia).

ACCENTURE SERVICES

General Ledger Senior accountant and Cash Management

April 2005 - August 2005 (5 months)

Prague, Czech Republic

Reconciliation and the reporting of results (namely to NCR United Kingdom, Belgium), accrual accounting according to US GAAP, Maintaining procedures and transaction processing, Resolution of General Ledger inquiries, Co-operation on additional critical tasks for the unit (e.g. audit, internal audit etc.), working with Oracle 11i, EDW, Hyperion, Monarch, MS Office (specially MS Excel and pivot tables).

ACCENTURE SERVICES

Inventory & Revenue controller/analyst

June 2004 - March 2005 (10 months)

Prague, Czech Republic

Migration of the department from London NCR office to Prague Accenture office. Setting up reporting of Inventory and Revenue Subsystem and their analysis, providing analysis to the particular business units (namely to NCR Germany, Switzerland, Austria, Belgium and Netherlands), accrual accounting of revenue and costs according to US GAAP, communication and supporting activities for the particular business units of the NCR and being the contact point between NCR and Accenture, working with Oracle 11i, Monarch, EDW, Hyperion, MS Office (specially MS Excel and pivot tables).

EDUCATION

Jan Evangelista Purkyně University in Ústí nad Labem

Economics, Management

1999 - 2004

Technische Universität Dresden

Scholarship, Economics

2001 - 2002

REFERENCES

VERONIKA BURIÁNOVÁ

Managing Director

EURAMCO Asset Czech s.r.o.

E-mail: v.burianova@euramco.cz

Mobil: +420 724595301