

Gina Zivkovic

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EDUCATION & ACADEMIC AWARDS

Curtin University, Bentley Campus
Bachelor of Commerce, Major: Accounting

Graduation Date
July 2018

- Letter of Offer to join the 2018 Curtin School of Accounting, Honors Program
- Letter of Commendation from the Curtin Examiners Board for Excellent Results.
 - Semester 2 2014
 - Semester 1 2015
 - Semester 1 2016
 - Semester 1 2017
 - Semester 2 2017
- CPA 2015 "Future Leaders" Dinner- The top 34 students from the Curtin School of Accounting where invited to the event.

PROFESSIONAL WORK & LEADERSHIP EXPERIENCE

Steel Group Australia Pty Ltd
Kwinana Beach, WA
Finance Manager

Aug 2017 – Current

- Work directly with the General Manager to diversify the company's single income stream into 3, resulting in a renewed focus on steel manufacturing jobs with high margins, labour hire and industrial painting.
- Build relationships with and source over 80 suppliers, negotiating lower prices on contracts, resulting in business continuity post-liquidation and a \$500,000 total credit limit from vital suppliers.
- Strategically sourcing affordable financing to restructure the group's debt away from 3rd tier lenders, resulting in a more reliable and available lending process.

H'VAR Steel Services Pty Ltd

Henderson, WA

Bookkeeper & Purchasing Officer

July 2013 – Aug 2017

- Lead the setup of the new entity and restructuring process leading up to the liquidation of H'VAR Steel Services.
- Critically evaluated business feasibility and lead multiple change implementation projects through liquidation and into the new entity.
- Worked directly with the liquidation consultant to ensure full understanding of the company's situation and identified major issues and risks that needed to be solved before liquidation.
- Performed cost and quality analysis which lead to sourcing and negotiating lower contract prices, and built relationships with new suppliers, saving the company over \$50,000 a month.
- Directly responsible for helping the company turn a profit in 2016 after 5 years of losses by establishing and implementing a job budgeting and monitoring system for the project managers.
- Worked directly with the external accountants in preparing year end financials, resulting in a franking credit rebate of over \$300,000.
- Took over the work of 4 full-time employees within two years.

SKILLS AND INTERESTS

Technical Skills: Highly proficient with Microsoft Excel, PowerPoint, MYOB, XERO, and WordPress.

Languages: Fluent in English, Serbian, and Croatian.

Activities: Providing support during various fundraising activities at the Serbian Community Center.