

CARMINE EMANUELE ORLANDI
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Professional Membership and Education

2016 IWSC Associate Judge (International Wine & Spirits Challenge)
2015 DIPLOMA WSET (Wine & Spirit Education Trust)
2010 AIS Sommelier.

Work Experience

Sale Associate, February 2016 – December 2016
HARVEY NICHOLS, (Knightsbridge) Wine Department.

- Customer service, recommending specials and promotions, providing accurate price information and taking special orders. Knowledge of product varieties, specials and promotions and product packaging.
- Understanding and applying store procedures, standards and regulations.
- Responding to customer inquiries, requests and complaints. Knowledge of products, prices, specials, and promotions, department and store product location.

- Understanding and applying store policies when dealing with customer complaints.
- Performed sampling to customers.
- Receiving and stocking merchandise, displaying product on shelves, applying store procedures for stocking techniques, appearance standards, and rotation practices.
- Cleaning and maintaining work and display areas.

Wine & Spirit Sale Associate March 2017 to September 2017; Temporary Sale Associate, October 2015 – December 2015
HARRODS, (Knightsbridge) Wine Department.

- Appointed to manage the whole wine italian section of Harrods Wine Shop;
- Managing Sales according to weekly and monthly Budget Goals;
- Clientelling, marketing, portfolio management to improve customers, cash flow and turn overs;
- Managing Delivery to english and foreigner customers;
- Selling activity and support to customers for private and corporate orders;
- Assisting and acknowledging customers by providing them with advice;
- Merchandising;
- Leading wine and spirits tastings to present and sell products to special customers.

Sommelier, June 2015 – September 15
The Arts Club Ltd. London UK

- Provide recommendations to customers according to their personal needs such as; their taste, the food and wine pairing, the occasion, their budget;
- Customer care complaints;
- Approachable on sharing information with colleagues and staff;
- Sales oriented, advising wines to customers and improve profits in order to meet financial targets.

General Financial Accountant, December 2007 – June 2015
CDP Immobiliare S.r.l., Rome, Italy

- Experience in Accountings and Finance: Annual Statutory Accounts Reports, Book keepings principles, Intercompany reconciliations, Consolidated Financial Statements;
- Provide annual financial reporting and structural analysis statements such as: Cash flow analysis, Profit and Loss and Balance sheet reports;
- Basic operative knowledge of Budget, Cost Center Accounting & Cost controlling;
- Operative knowledge of IFRS principles and IAS.

Accountant, June 2006 – November 2007
Equitalia Polis S.p.A., Naples, Italy

- Manage payable accounts and financial transactions with suppliers and clients;
- Cost Centre Accounting & Cost controlling;
- Record expenses on budget accounts;
- Prepares financial analysis, statements and reports, and provide attestation of soundness of financial data and statements to Senior Management.

Collections Officer, March 2006 – June 2006
Equitaliapolis S.p.A., Bologna, Italy

- Implemented intervention procedures for taxpayers in arrears.
- Evaluated possibilities and prepared statements to participate in legislative procedures against taxpayers in arrears.
- Communicated effectively with the Chief Analyst about the legislative procedures.
- Develop working relationships with agents from other firms to analyse information.

Public Finance Collaborator, June 2004 – February 2006
A.B.I. Associazione Bancaria Italiana (Italian Banks Association), Roma (Rome), Italy

- Financial middleman for determining the impact of fiscal and accounting standard legislation on bank efficiency;
- Worked as staff assistant to the general manager;
- Drive implementation of strategic, operational project on compliance, fiscal activities carried out by A.B.I.;
- Participated in conventions and seminars on the major problems concerning national and international finance prepared materials, and verbalized the results at meetings;

Intern, June 2003 – December 2003

Enel S. p. A., Rome, Italy

- Developed system to simplify financial transactions and the disbursement system between the corporate office and firm branches.
- Prepared financial and accounting reports, statistics and documents for managers and for UIC (Ufficio Italiano Cambi/Italian Office of Exchange Rate).
- Managed corporate intranet website.
- Trained in finance, accountings, Italian energy market governance, trading activities.

University Degree

BS, Economia Politica (Political Economics), March 2003

Università di Roma La Sapienza, Roma (Rome), Italy

Thesis topic in Econometrics : “Monetary Shocks in the European Monetary Union” – VAR Cointegration model analysis.

IT skills and Foreign Languages

Expert knowledge in: Windows, Osx, Microsoft Office (Word, Excel, PowerPoint), Acrobat Reader

Language: Italian (mother tongue), English (proficient in speaking, listening, reading, and writing).