



# Muriel Schepens

## Finance Transition Manager

CFO | Head of Finance | Accounting Director

### Professional summary

Beyond my skills, as an expert in process digitalization, I turn complexity into fluidity. My playing field lies at the intersection of AI and operational optimization. My objective is to implement innovative digital solutions and support transformation.

### Contact

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### Education

**DSCG:** Advanced Master's Degree in Accounting and Management (Diplôme Supérieur de Comptabilité et de Gestion)

**RS6776 Certification:** Content creation (written & visual) through the responsible use of generative AI

### Languages

English: fluent

French: native

## Core competencies

- **Financial strategy & driving financial performance:** budgeting and monitoring, reporting, KPIs.
- **Accounting & tax management:** accounting supervision, management control, regulatory and tax compliance.
- **Digital transformation:** implementing innovative solutions for automation and financial process improvement.
- **Growth support:** investment opportunity assessment, structuring organic and external growth.

## Experience

### 2022-2025 Interim finance manager

*HOTEL OSTELLA 4\* Bastia* | Hospitality sector: **structuring**

- Structured the finance function, improved data reliability, and implemented monthly performance reporting.
- Internalized accounting operations (7 entities) and led software implementation.

*MSA* | Social protection sector: **optimization**

- Ensured business continuity in a regulated environment, reviewing and optimizing financial processes.

*DIMEF* | Medico-social sector: **performance management**

- Designed and implemented structured financial dashboards to enhance financial steering (Power BI, SAP BusinessObjects).

### Chief Financial Officer

**2018 – 2022 LYCEE FRANÇAIS DE VIENTIANE - LAOS**

LAOS French educational institution (AEFE affiliated)

Revenue € 4 M€ / Staff € 120 / Students € 650

- Implementation of digital solutions to optimize accounting management (accounting, purchase, budget)
- Establishment of cost accounting and automation of financial processes
- Implementation of documented procedures and establishment of a reliable audit trail
- Overhead reduction and profitability improvement
- Team training and supervision

### Administrative and Finance Manager

**2007 – 2018 Groupe POWERNEXT / EPEX SPOT - PARIS**

Energy trading platform

Revenue € 80 M€ / Staff € 300

- Insourcing of the accounting function and implementation of accounting software.
- Enhancement and automation of the monthly closing process and financial reporting.
- Digitalization of supplier invoices, expense reports, leave management, payroll slips, and HR administration.
- Recruitment, training, and management of the team.
- Implementation of consolidation processes.
- Implementation and harmonization of processes in line with the specificities of various entities, markets, and national regulations (France, the Netherlands, England, Belgium).
- Involvement in external growth operations: due diligence, partial asset transfers, joint ventures, and creation and acquisition of subsidiaries.

## Detailed Skills

### Financial Planning & Analysis (FP&A)

- Budgeting
- Business plans
- Financial reporting

### Tax planning

- VAT, DES, CVAE, CFE, TS, TVS, IS, tax returns

### Treasury

- Monitoring, steering and optimization
- investments

### Human Resources

- Workforce planning
- Payroll
- Tax/social declarations
- Employment contract
- Welcome booklet for new employees
- Onboarding, and exit management

### Accounting

- General and cost accounting (PCG/PCEC)
- Consolidation
- Monthly closings (D+2)

### Sales Administration

- Invoicing (including intercompany)
- Sales monitoring
- Client support

### Legal

- Contract management, litigation, legal compliance, regulatory monitoring

### General services

- Facility management, contract negotiation, maintenance, supplier relations

### IT skills

- Accounting & Régulatory (Cegid, CegidLoop, Sage, Ciel, Quadratus, Ibiza, Diamant et CCMX, Logic)
- Payroll (Ciel, E-paye)
- Tax package (Etafi, CegidLoop, Ciel et Ibiza)
- Office Suite Expert level: Excel, Access
- Office Suite Advanced: Word, PowerPoint, Power BI
- Other: Boomerang (Procurement), Yooz (AP automation), Lucca suite (Poplee, Cleemy, TimeSheet), 7Shift (Scheduling)
- Sales administration: (Sybel Ventes, Sofie, I-corp, Nutcache, Sage, Henri, Thaïs)
- Use of AI tools (Claude) to generate artifacts, automate tasks, and streamline workflows.
- Development of automated solutions using Google Apps Script and creation of no-code applications with AppSheet.

## Personality

Arc En Ciel Test - 2013

