

# Henrique Gonçalves

## Career

### **Financial Controller**

#### **[Aquapura Hotels, Resorts & Spa – Head-Office](#)**

November 2008 – November 2009

Daily monitoring and auditing the hotel, verifying revenue and cash-flow circuits as well as purchasing circuits, inventory and costs ; Production, auditing and distribution of operational results of the hotel; Organization, production and distribution of annual budget reporting, and its quarterly revisions; Cash-Flow Management (including payment preparation to suppliers); Accounting operations related to staff payroll, inventory control, internal sales costs (auto-consumptions) and internal communications costs; Preparation, control and management with the Banks, payments related to projects in Aquapura Prague and Aquapura Budapest, under financial agreements with the bank; Coordination with companies who provide accounting services in other Aquapura projects (Prague; Budapest; Macedonia; Brazil – Ceara)

### **Logistic & Cost Controller**

#### **[Aquapura Douro Valley Hotel](#)**

September 2007 – October 2008

Establishment and coordination of all liaison between the Hotel Management team and central services in Aquapura Head-Office in Financial and Human Resources area; Responsible for Purchasing department and Cost Control of the Hotel; Regular control of the Hotel Revenue, as well as received payments, and its deposit at the bank when made in Cash; Supporting Human Resources Management in terms of staff admission or leave, Health & Care area, Training control, and Schedule control for payroll of the hotel staff.

### **Operations Management – Tourism Department**

#### **[Imocom Group](#)**

April 2007 – August 2007

Responsible for management of contracts and relationships already established for the hotels of the group; Support in equipment and decoration areas of the hotels; Monthly analysis of Financial reporting.

### **Opera Product Specialist**

#### **Micros Fidelio Portugal, Unipessoal, Lda.**

October 2006 – March 2007

Responsible for Opera PMS product in Portugal, supporting it among every client, accompanying new versions, and testing updated versions; Support and involvement in the Installation, Configuration, Training of Opera PMS software.

### **Implementation Specialist CRS / CIS**

#### **Micros Fidelio EAME, GMBH.**

July 2006 – September 2006

Installation, Configuration, Training and Support of computer software for Hospitality Industry, in EAME Region (Europe, Africa & Middle East) - Opera CRS / CIS (Central Reservation System / Customer Information System).

### **Customer Services – Implementation Specialist Opera PMS**

#### **Micros Fidelio Portugal, Unipessoal, Lda.**

February 2004 – June 2006

Installation, Configuration, Training and Support of computer software for Hospitality Industry, Front Office area. Installation of Back Office Interfaces, allowing the export of data from the Front Office systems and F&B (Food & Beverage) systems to Back Office – Accounting.

## **Economist**

### **[Financertus, Lda.](#)**

January 2002 – February 2004

Development of economic and financial studies of investment projects, predominantly in tourism. Participation/Elaboration and accompanying of applications to systems of financial incentives and responsibility for the processes of the release of money; Elaboration of market analysis and of applications to obtain the “Declaration of Interest for Tourism”.

## **Cost Controller**

### **[Hotel Quinta da Marinha](#)**

July 2001 – January 2002

Responsible for the cost control of the Food & Beverage (F&B) Department; settlement of the food and beverage monthly cost, beyond the elaboration of a monthly report with the analysis of F&B profits and costs.

## **Sales Department Trainee**

### **[Hotel Estoril-Sol](#)**

July 1998 – September 1998

## **Front Office Trainee**

### **[Hotel Atlantic Gardens \(Pestana Cascais\)](#)**

July 1997 – September 1997

## **Food & Beverage Trainee**

### **[Hotel Albatroz](#)**

July 1996 – September 1996

## Education

### **ISEG – Instituto Superior de Economia e Gestão**

Master in [Finance](#) (Thesis to conclude)

2004-2005

### **ISEG – Instituto Superior de Economia e Gestão**

Post-Graduation in [Financial Analysis](#)

2001-2002

### **ESHTE – Escola Superior de Hotelaria e Turismo do Estoril**

Licenciate degree in [Hotel Management](#)

1998-2000

### **ESHTE – Escola Superior de Hotelaria e Turismo do Estoril**

Bacharel in [Hotel Management](#)

1995-1998

## Other Interests

Literature, Football, Music