

CURRICULUM VITAE

PERSONAL INFORMATION

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Place of birth : Baarn, The Netherlands
Date of birth : 3 April 1973



PROFILE

I am a performance-oriented independent finance professional with almost 20 years work experience. Of this I have gained more than 13 years work experience at an asset manager of a major Dutch insurance company. In recent years I gained my work experience by performing interim assignments Finance & Control at various clients. My area of expertise lies particular in accounting, reporting and control, especially in real estate. My strength lies mainly in understanding complex financial administrations, reports and processes and the improvement of it. Optimizing financial administrations, reports and processes is a core competence of my. I studied business economics at the Hogeschool van Utrecht and economics at the University of Amsterdam. While working I followed a management development program at De Baak and I completed a post bachelor program commercial real estate management at the Hanzehogeschool Groningen. Finally I have been awarded the degree of Executive Master of Finance and Control by the University of Amsterdam, Amsterdam Business School.

PROFESSIONAL EXPERIENCE

April 2017–September 2017 **Senior Financial Controller a.i. at the Finance Team of First Sponsor Group in Amsterdam;**

Main objectives/main activities

- Responsible for the correct and complete information regarding all the lease agreements, riders, incentives and the non-cancellable leases overview of 12 Dutch entities of First Sponsor Group Limited, Singapore.
- Responsible for the correct, complete and timely preparation, the approval and the filing of the statutory financial statements of 8 Dutch entities of First Sponsor Group Limited.
- Responsible for the correct, complete and timely preparation of all the accrual and cash budgets 2018 of 12 Dutch entities of First Sponsor Group Limited in cooperation with the Team Financial Planning and Analysis, Singapore.
- Responsible for an audit at the largest Dutch property manager of First Sponsor Group Limited.
- Various analyses of actual versus budget, balance sheet items, profit and loss account and lease agreements.
- Maintaining contacts with the Team Financial Reporting, Singapore and the Dutch property managers.

December 2016–March 2017 **Senior Reporting Employee a.i. at the Client Reporting Team of Syntus Achmea Real Estate & Finance (SAREF) in Amsterdam;**

Main objectives/main activities

- Responsible for the correct, complete and timely reporting of 18 pension funds. SAREF serves over 60 pension funds. The reporting consists of monthly and quarterly reports (including quarterly DNB-FTK statements) of the investments of these pension funds in mortgages (consumer and commercial) and real estate (direct real estate and participations in funds).

- Providing the pension funds with various information, such as dividend notices, capital movements (capital calls/redemptions) and transaction tickets of the various mortgage and real estate funds in which they have investments.
- Assisting with the year-end activities, such as gathering information for the year-end audits according to the Prepared by Client Lists (PBCs). This includes analysis of the reported figures. Preparing the DNB-FTK annual statements for the clients.
- Preparing the annual financial statements of various legal entities of SAREF (BV/CV).

August 2015–January 2016

Financial Controller a.i. at the Finance department of The Bank of New York Mellon in Amsterdam;

Main objectives/main activities

- Responsible for the correct, complete and timely deliverables of the Finance department Amsterdam.
- Act as point of contact for the Netherlands, Manchester, Brussels, Pune/Chennai Finance and other EMEA Finance departments for tasks performed by the Finance department Amsterdam.
- Performing control tasks of functions that have been outsourced to India (i.e. the financial control of financial accounting, accounts payable, balance sheet reconciliations).
- Assist in all finance processes associated with payroll, pensions and salary related items. Preparation/review of accruals and corporate bank account transactions to the general ledger.
- Assist in the preparation and review of the monthly variance analysis of the balance sheet and profit and loss account. Preparing the monthly management report.
- Review designated balance sheet reconciliations. Identifying issues, aging of outstanding items and provide solutions.

March 2013–July 2014

Senior Reporting Analyst a.i. at the Finance & Control department of SNS Property Finance/Propertize in Leusden/Utrecht;

Main objectives/main activities

- Responsible for the correct, complete and timely preparation, the approval and the filing of the statutory financial statements of various SNS Property Finance/Propertize entities.
- Collecting the underlying documentation for these statutory financial statements.
- Collecting and assessing the financial statements of the participating interests of these various SNS Property Finance/Propertize entities.
- Preparing journal entries for the general ledger based on these statutory financial statements.

October 2012–to date

Owner De Kruif Finance Improvement in Baarn;

Services

As an interim finance professional I offer the following services:

- Project management
- Interim management
- Financial advice

Experience

I have years of experience with:

- Managing an accounting and reporting team (circa 6 FTEs).
- Preparing the statutory financial statements (Dutch GAAP and IFRS).
- Reporting for the consolidated financial statements (IFRS).
- Preparing DNB reports.
- Preparing quarterly reports.

- Closings (month/quarter/year-end).
- Corporate tax, VAT and withholding tax.
- General ledger, accounts receivable and accounts payable.
- AO/IC, SOX and SAS70/ISAE 3402.
- Planning of various activities.
- Various projects, including the implementation of a new general ledger, new consolidation software, a new management information system and the preparation of the implementation of a new ERP system.

August 2011–August 2012

Project Leader Finance at the Finance department of Delta Lloyd Asset Management, Delta Lloyd Group in Amsterdam;

Main objectives/main activities

- Managing projects and achieving the objectives of these projects within the Finance department of Delta Lloyd Asset Management.
- Preparing project documentation, project planning and organisation.
- Managing the project team, as well as monitoring and reporting.

Projects/work groups

2011-2012	Project Leader restructuring real estate companies;
2011	Preparing financial statements of various legal entities;
2011	Knowledge transfer to the Team Leader and the employees of the Accounting Team.

July 2007–July 2011

Team Leader at the Accounting & Reporting Team of Delta Lloyd Asset Management, Delta Lloyd Group in Amsterdam;

Main objectives/main activities

- Responsible for accounting and reporting of the real estate activities (including direct and indirect real estate) of Delta Lloyd Asset Management.
- Responsible for accounting and reporting of the private equity activities of Delta Lloyd Asset Management.
- Responsible for accounting and reporting of the business unit Delta Lloyd Asset Management itself.
- Responsible for managing the Accounting & Reporting Team (6.5 FTE).
- Responsible for auditing and implementing measures with regard to AO/IC, SOX and SAS 70/ISAE 3402, relating to the activities above.

Projects/work groups

2008-2009	Responsible for the SOX project within my department;
2008-2009	Member of the work group “Procedures Real Estate” with regard to the improvement of AO/IC measures;
2007-2009	Chairman of the work group “Rollout bank accounts/Update Management Agreement Real Estate”;
2007-2009	Member of the work group “Strategic Information Real Estate” with regard to the replacement of the management information system;
2007-2008	Chairman of the work group “Accounting & Reporting” with regard to set up a real estate fund (Delta Lloyd Dutch Property Fund);

2007-2008

Responsible for the business unit project SAS 70 type I+II within my department;

August 2003–June 2007

Team Leader at the Planning and Financial Affairs Team of Delta Lloyd Real Estate, Delta Lloyd Group in Amsterdam, also Information Manager and in 2004 Business Controller a.i. (6 months);

Main objectives

- As a member of the management team the co-formulation of the investment policy defined in objectives.
- Accounting and planning of the real estate activities in line with the investment policy and accounting policies.
- Co-formulation of the accounting policies and administrative guidelines with regard to the real estate activities for Delta Lloyd Levensverzekering N.V. in consultation with Finance, Planning & Control, also for Delta Lloyd N.V. in consultation with Group Finance & Control (including Group Tax, Group Planning & Control and Group Consolidation & Reporting).
- Managing the Planning and Financial Affairs Team, consisting of 5.5 FTE, responsible for an administered real estate portfolio of € 2.1 billion, payments with regard to investments and financing of € 60 million, payments with regard to operating expenses of € 15 million and revenues of € 100 million (rental income) and € 45 million (sales). All this is concentrated in 15 real estate companies.

Main activities

- Responsible for the accounting and reporting of the financial affairs with regard to the real estate portfolio in line with the accounting policies and administrative guidelines of the Delta Lloyd Group.
- Responsible for the collection of the receivables arising from the real estate activities.
- Responsible for the automated systems and systems still to be automated for Delta Lloyd Real Estate.
- Responsible for the audit measures and verifying if decisions and commitments have been correct taken by the right people.
- Responsible for an efficient organisational structure of the department and efficient procedures, in which the work can be done efficiently and effectively.
- Responsible for the planning of Delta Lloyd Real Estate in the short and the long term in consultation with the Director Real Estate, the Manager Portfolio Management, the Manager Real Estate Development and the Business Controller and providing the necessary reports.
- Responsible for paying the approved debts of Delta Lloyd Real Estate by qualified persons.

Projects/work groups

2006	Member of the work group “Implementation New ERP Real Estate System”;
2005-2006	Member of the work group “Restructuring Real Estate Companies”;
2005-2006	Responsible for project “Magnitude” (new consolidation software) within Delta Lloyd Real Estate;
2005-2006	Member of the work group “Reporting/Management Information Delta Lloyd Real Estate”;
2004-2005	Rollout coordinator with regard to the migration of XP/MS Office 2003 and new workplaces within Delta Lloyd Real Estate;
2004-2005	Member of the work group “Project Administration Real Estate Development”;
2004	Responsible for project “Redefine” (new general ledger) within Delta Lloyd Real Estate;
2003-2004	Project Leader project “IFRS” within Delta Lloyd Real Estate;

2003-2004	Member of the work group “Real Estate Pooling”;
2001-2004	Responsible for project “Electronic Rent Settlement” within Delta Lloyd Real Estate.

October 2001–July 2003

Senior Employee Planning and Financial Affairs at the Planning and Financial Affairs Team of Delta Lloyd Real Estate, Delta Lloyd Group in Amsterdam;

Main objectives

- Managing the planning and management information of Delta Lloyd Real Estate according to the guidelines and principles of the management, so that the management has a reliable guidance tool.
- Supporting and replacing (if he/she is absent) of the Manager Planning and Financial Affairs, so that the continuity of the work is guaranteed.
- Monitoring of the administrative organisation of Delta Lloyd Real Estate and initiating improvements.
- Carrying out administrations and reporting with regard to real estate development projects, in such a way that team objectives are met.

Main activities

- Participating actively in projects in the area of automation and projects with regard to activities which are cross-departmental.
- Taking care of an optimal knowledge level so that Delta Lloyd Real Estate is at least an equal sparring partner for their customers.
- Preparing quarterly reports for the Executive Board with regard to Delta Lloyd Real Estate.
- Preparing reports for external organisations.
- Taking care of the statistical planning of the real estate activities and the real estate results, through various planning cycles in cooperation with the Business Controller.
- Taking care of the delivery of data with regard to the ROZ/IPD Property Index in cooperation with the Business Controller, analysing the results and report them to the management.
- Replacing (if he/she is absent) of the Senior Employee General Ledger and Reporting and assisting him/her with the reporting.
- Preparing of instructions with regard to the administrative organisation and giving advice to improve the administrative organisation.
- Taking care of different administrations of real estate development projects and reporting with regard to these projects (internally and externally).

Projects/work groups

2002	Member of project “George” (USGAAP) within Delta Lloyd Real Estate.
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April 1999–September 2001

Information Analyst at the Planning and Financial Affairs Team of Delta Lloyd Real Estate, Delta Lloyd Group in Amsterdam.

Main objectives

- Setting up and maintaining the management information systems of Delta Lloyd Real Estate, within the guidelines and the principles of the management.
- Monitoring and taking care of the agreed procedures and instructions with regard to the smooth functioning of the management information processes within Delta Lloyd Real Estate, as well as initiating improvements.

Main activities

- To compile an inventory of information needs at various levels within the real estate organisation.
- Setting up models to meet this needs, in cooperation with the IT departments of Delta Lloyd.
- Supporting the real estate employees how to work with these models.
- Monitoring the developments within the discipline and informing and advising the real estate employees.

Projects/work groups

2001	Member of the work group “Management Agreement Real Estate”;
2000-2001	Member of project “Euro” within Delta Lloyd Real Estate;
1999	Member of project “Millennium” within Delta Lloyd Real Estate.

EDUCATION

2004-2009	Universiteit van Amsterdam , Faculty of Economics and Business, Amsterdam Business School , Executive Master of Finance and Control (postgraduate). Degree awarded October 2009.
2002-2004	De Baak , Management Centre VNO-NCW, Management Development Program Delta Lloyd Group. Degree awarded January 2004.
2000-2003	Hanzehogeschool Groningen , Commercial Real Estate Management (post bachelor). Degree awarded May 2003.
1996-1998	Universiteit van Amsterdam , Faculty of Economics and Econometrics. <i>Specialisation: Economics.</i> Degree awarded November 1998.
1992-1996	Hogeschool van Utrecht , Faculty Economics and Management, Business Economics / Accountancy / Banking and Insurance. <i>Specialisation: Business Economics.</i> Degree awarded July 1996.

SKILLS

Languages	Dutch: Native English: Good German: Average
Computer	MS Word, MS Excel, MS Powerpoint, MS Access, VIS, Cedar E5, Magnitude, Exact Online, Oracle Discoverer, CODA XL, PeopleSoft, BlackLine Account Reconciliations, CODA, SAP Business Objects

OTHER ACTIVITIES

1999-to date	Treasurer S.V. Baarn & Omstreken;
1999	Secretary S.V. Baarn & Omstreken;
1995-2005	Member of the Activities Committee S.V. Baarn & Omstreken.

COMPETENCIES EN QUALITIES

- Active
- Co-operative
- Performance-oriented
- Motivated
- Take initiative
- Independent
- Thoroughly
- Accurate
- Analytical

My qualities are particularly in the areas of organisation, planning and control. I am able to understand complex financial administrations, reports and processes and to improve them. My analytical intelligence and performance-driven attitude are complementary to the qualities mentioned above, to optimize the Finance & Control function within organisations.