

Jakub Lebioda

Personal Details:

15th July 1980 • Poznań, Poland • Polish

Tax Technology Manager/SAP (TAX/FI) consultant

Proven tax manager and specialist with demonstrated excellence in identifying clients' needs and delivering advanced tax solutions. Accomplished project manager; instrumental in leading and completing complex in house tax projects in line with company's processes and procedures. In-depth knowledge of tax standards, guideline (especially EU VAT) and SAP while ensuring adherence to polish labour law and social security regulations. Comprehensive experience preparing tax opinions and calculations, budget proposals, management reporting, financial statements, and maintaining accurate company records. Articulate communicator: possess excellent analytical skills with innate ability to work with clients, staff, and internal/external stakeholders to achieve corporate goals. 8 years of experience in US GAAP environment. **Areas of expertise include:**

- Tax Advisory
 - Tax Planning
 - Financial Analysis & Reporting
 - E-invoicing/ SAF-T implementation
 - SAP FI/TAX (ECC, S/4 Hana) implementation and maintenance
 - Project Management
 - Tax Compliance automation
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PROFESSIONAL EXPERIENCE

SAP Tax/FI Freelance – 02.2022- currently

- **2023 – FMCG/Pharma company**
 - Taking care of Tax matters during S4 deployment
 - Implementation and setup of Sovos TLI Tax determination solution,
 - FtT workshops with gathering business requirements,
 - Test scenarios validation and participation in SAT/UATs,
 - SAP DRC setup,
 - Validating Tax codes mapping, preparation of supporting documentation and result on upload.
 - Review and creation of new of AP/AR/IC flows in SAP (GL's, Tax codes, OBCD table, MWST, WIA, WHT)
 - SAP Intrastat reporting setup,
 - Handled Tickets and Problem-Solving issues relating to Tax (FI/Tax) in co-ordination with the business stakeholders.
- **2022 – Pharma company:**
 - ECC deployment
 - Handled Tickets and Problem-Solving issues relating to Tax (FI and SD) in co-ordination with the business stakeholders.
 - Validating Tax codes mapping, preparation of supporting documentation and result on upload.
 - Supporting Global M&A in IDT area and SAP implementation,
 - MWST/WIA Condition records creation and maintenance,
 - Supply chain flows mapping from functional and IDT perspective and translation into SAP setup,
 - Review and maintain intercompany (IC) SAP settings,
 - Review and maintenance of Tax GL settings,
 - Review and creation of new of AP/AR flows in SAP (GL's, Tax codes, OBCD table, MWST, WIA, WHT)
 - Execute testing, prepare documentation,
 - Material master data validation,
 - Gathering business requirements

O-I Europe – Poznan, Poland

Global VAT Manager, 03.2020 to 03.2022

*Steer all aspects of indirect tax advisory, deftly managing VAT receivables, leading projects (VAT compliance automation, e-invoicing, tax compliance centralization), administering VAT risk, co-operating other functions, conducting audits, training staff, developing team, and **ensuring consistency of ERP setup**.*

Provide support on implementing tax strategies in close collaboration with the corporate tax department especially VAT-impacts of Tax efficient Supply Chain reorganizations. Oversee Global Indirect Tax reporting processes. Accountable for developing and maintaining Policies, Processes, & Procedures on Indirect Tax reporting Processes to ensure consistency of supporting procedures executed across O-I. Pro-actively supporting the business (especially Sales, Finance, logistics and SSC) in all VAT related matters: a strong personality that can make a balanced assessment of VAT/custom requirements versus customer satisfaction.

Key Contributions:

- Participate in Global tax compliance RFP project which led to creation of tax compliance road map for O-I and responsible for implementation Global Indirect tax compliance centralization, DAC6, Tax provision/ETR calculation centralization
- Co-leading implementation of PWC ITX Edge (Indirect tax reporting tool)
- SAP AP Tax determination engine study and setup,
- Quick fixes and post Brexit flows implementation (FI/SD entries validation)
- Brexit SAP settings implementation (FI/SD entries validation)
- Involvement in New Global Business Model shaping (indirect tax consequences analysis).
- Business flows adjustments implementation
- Leading IDT sub workstream of managed services implementation
- Revision of IC recharges flows from Tax and CO perspective
- Leading/participate Real time reporting/SAF-T (**Polish JPK**)/ e-invoicing (i.e. KSEF) implementation projects
- FI to SD invoices project participation
- GL's settings review
- Review and maintain intercompany (IC) SAP settings,
- Governance over GL setup/maintenance
- Working closely with third party advisors on tax rulings application in Poland. As result 3 positive answers obtained in the field of VAT, CIT and WHT.
- SAP ACR study (solution deep dive, recommendation preparation, and training)

EU Indirect Tax Manager, 05.2016 to 02.2020

*Steer all aspects of indirect tax advisory, deftly managing VAT receivables, leading projects (New EBM, VAT compliance automation, e-invoicing), administering VAT risk, co-operating other functions, conducting audits, training staff, developing team, and **ensuring consistency of ERP setup**.*

Direct overall European indirect tax compliance centralisation and automation project, administering overall European indirect tax compliance. Manage in-house VAT and custom duties point of contact vis-à-vis all European businesses along with SSC. Lead successful implementation of new reporting obligations across Europe (**SAF-T in Poland, SII in Spain, and HU real time reporting**) as well as flawless execution of indirect tax compliance automation tool.

Key Contributions:

- European Business model revision activities:
 - Involved in Full Life Cycle Implementation of the project; including blue-print preparation, configuration, testing, end-user training and go-live phases.

- Change impact analysis for biggest customers (preparation and presentation to management and customers)
 - Cooperation with stakeholders (sales, logistics, procurement, IT, finance) on new business flows and SAP setup
 - Developing future flows rules i.e., block of uncompliant flows, condition for creation new VAT registrations
 - Documentation preparation (user manuals guidebooks)
 - SAP flows preparation (creation of MWST condition records, user exits)
 - Test scenarios preparation and UAT Testing supervision
 - Review of IC mergers from indirect tax perspective (business going concern/transfer tax issue)
 - Configured account groups, fiscal year variant, posting period variant, field status groups, posting keys, automatic account determination, and document types
 - Preparation of data migration load files for LSMW during business model change project (Merger activities of CC's)
- Full SAP roll-out of Polish entity (Tax settings, tax reporting, GL review, FI (AP, AR))
 - Provided strategic guidance in all VAT related matters, while assuring correct ERP VAT related setup and assisting tax strategies implementation in association with corporate tax department.
 - Planned and conducted European-wide VAT audits to ensure compliance for the European group of companies with the relevant local VAT laws and regulations.
 - Ensure end-to-end indirect tax sub work stream management of European new business model implementation project, including new model indirect tax impact analysis; business flows design; working within tax function on end state model; cross function design meetings; SAP VAT flows design and translating them to SAP settings.
 - Gathered high-level financial information requirements for the financial company and translated these requirements into an appropriate SAP financial setup.
 - Work with ABAP developers on User exits creation.

Bridgestone EBS Sp z o.o – Poznan, Poland

Senior Tax Specialist /Tax Team Leader, 11.2012 to 10.2013;11.2013 to 04.2016

Directed SSC tax compliance team, including 150 VAT, ICS, and Intrastat reports per month across 23 countries.

Contributed efforts in group's multiple tax related projects such as introduction of e-invoicing, implementation of new VAT logic in the ERP, and implementation of Single European Entity. Formulated tax risks reports and coordinated with head of tax for reference in decision-making process. Delivered active support in coordinating indirect tax audits across the Europe. Performed current and deferred income tax calculations after all applicable deductions. Kept the external and internal clients up to date with the information about tax regulations. Cultivated professional working relations with tax authorities, while creating, implementing, and monitoring procedures within organisation. Executed a series of checks to determine contracts' validation for approval submission.

Key Contributions:

- Delivered active training and mentorship to team members, enhancing employees' skills and expertise.
- Led and accomplished VAT reporting improvement project; introduced semi-automatic solutions, successfully implementing semi-automatic vat reporting excel files.
- An in-house VAT advisor to the Bridgestone Europe group with an aim to deliver expert advisory in tax compliance matters.
- Led and completed VAT recovery project in Poland and successfully recovered 40M euro of VAT.

Additional experience as:

Tax Specialist at EUROCASH S.A. (02.2011 to 10.2012) – Poznan, Poland

Tax Advisor's Assistant at P&K Tax Services (07.2008 to 02.2011) – Poznan, Poland

Corporate Account Manager at INVEST-BANK S.A (04.2007 to 06.2008)– Poznan, Poland

EDUCATION

Masters in Marketing and Management, Marketing and Management Department

Operational Research and Information Technology Systems. Computer Assisted Decision Making Process.
Poznan University of Economics, Poznan, Poland