

Gip summary report of your traineeship

The reason why I chose Fiscovan in Oudenaarde is because I have heard many positive things about this company and it's an accountancy firm which operates in the field that is relatable to what I study. The company was recommended to me by my parents.

The company was founded by Ludo Vander Haeghen in the early 2000s in Oudenaarde. It began as a small accounting firm with local clients, but quickly evolved into a company with about 20 employees. The client base also expanded with clients from Belgium and internationally. As the company grew, they also expanded their office and turned it into a modern office complex. First the founder: Mr Vander Haeghen is still the CEO of Fiscovan. The main reason of taking the risk of running this company for Ludo Vander Haeghen is to make a difference for companies, who want to outsource their bookkeeping to a specialized company. He also has motivated people to do these jobs. I feel that the qualities of the people that work at the company, are that they are really driven. You can feel that in the company by the way they all want to do a really good job, that motivates the employees. They are a good team.

Fiscovan is a service company providing bookkeeping services to their customers. This includes accountancy, tax audit and advice, succession and estate planning, grants, corporate finance M&A, legal advice, corporate law and contracts. The clients are mainly companies from different sectors that want their bookkeeping done by a professional company. Their diversity of customers ranges from large companies to the self-employed. The office is located around Oudenaarde. Fiscovan operates in the tertiary sector: they provide services. They don't work with raw materials nor assemble products.

Fiscovan is a medium-sized company with 21 employees and of course the managing director. The company is a private limited company (LTD). This means that the person in charge is the shareholder, and other shareholders can only have an if they are invited by the managing director. These two people are essential to the company: Ludo Vander Haeghen is the managing director, he is the CEO of the company. He is the one attending meetings but mainly ruling the company. Wendy Volders is the receptionist. She welcomes customers and visitors to the company, both in person and over the telephone. As a receptionist you need to be very polite because this is the person the visitors see first if they enter the company, you also must be always on time. Almost all the employees work in the accounts department because accountancy is what this company is all about.

My supervisor was Wendy Volders, she has guided me through the whole week. She was also the person that gave me my tasks.

Fiscovan is a large accounting firm. Their office is in Oudenaarde where they are not the only accounting firm. So of course, there is competition present, not only because there are other accounting firms in Oudenaarde but also because they are known throughout Flanders. The price you pay for their services fluctuates between the size of the accounts that need to be kept, but also the number of accountants. In addition to this, their service is also very personal by scheduling many appointments to discuss the situation. You can also contact them besides the hours of the scheduled appointment if you have any questions.

I worked in the accounts department. At the beginning of the week the first task I had to do was sorting and summarizing data in Excel, the data I had to summarise are contact details of new clients. I really liked doing this. The next day my task included entering purchase

invoices. This task helped me to learn more about their online accounting system. In the beginning this was a little bit difficult, but I learned it fast. I also was responsible for the administration like entering the customer records in their online accounting system. I also needed to copy invoices and sort them in a folder.

I wasn't sure what to expect but I went into this experience with an open mind, and I think it really turned out as an educational experience. I was also happy with the company that I chose because the people who worked there are very sweet and caring. The first day went well even though I was really nervous. From day one my supervisor gave me the tasks I was responsible for and watched me closely. The days after that I had a lot more responsibility and the tasks also had more to do with accountancy. She also gives me a lot of advice. If I had a problem, I was allowed to go to other employees because they wanted to answer my questions too. The other members of the team were very welcoming and made me feel home. Personally, the best part of the week was when they let me work with their bookkeeping system.

The placement changed my mind a bit, I think I'm not sure this is the right job for me. I knew I was interested in this field but now I have a clearer idea of which job I don't like. Now that I have done this placement week, I think I want to do something more creative. This change gave me a better look. this opportunity gave me a better view of what is and is not wanted. I don't want to do something in relation with bookkeeping.