

YEO WEI LIANG CHARLIE

Block 119 Potong Pasir Avenue 1 #04-1020 Singapore 350119 • (+65) 9155 2029 • charlie89yeo@gmail.com

PROFESSIONAL EXPERIENCE **Senior Accountant • Feb 2017 – Current (5 months)** ESR Singapore Pte. Ltd. • Singapore

- Preparation of monthly corporate accounts closing, consolidation, and cashflow forecasting, fluctuation analysis month on month.
- Review of monthly management accounts prepared by service providers, quarterly GST submissions.
- Preparation of revenue computations and ensuring timely billing and rebates.
- Involved in handling statutory annual audit & liaison with external auditors.
- Manage ad-hoc reporting requirements from Head Office.
- Involved in US FATCA reporting, maintaining structure charts.

Senior – Audit & Assurance • Jul 2016 – Nov 2016 (2 years 2 months)

Associate – Audit & Assurance • Sep 2014 – Jun 2016

Deloitte & Touche LLP, Global Financial Services Industry • Singapore

- Awarded High Performance (“HP”) rating for excellent performance in FY2015 audit:
 - ❖ Stepped up as Audit-in-charge in FY2015 audit.
 - ❖ Led an audit team of 3, ensuring the successful and timely completion of audit of 33 Singapore SPVs to the satisfaction of the client.
 - ❖ Setting expectations of team members on timeline and quality control of work performed, managing expectations of clients on deliverables.
 - ❖ Demonstrated dedicated commitment in engagement in following up closely with parties from different time-zones.
 - ❖ Provided guidance to new team members wherever necessary.
- Awarded Certificate of Achievement 2015 – Applause Award for high level of commitment exhibited.
- Audit of Real Estate & Private Equity fund manager – world largest alternative investment firm:
 - ❖ Capital Market License (“CMS”) licence holder (Fund Management and Dealing in Securities)
 - ❖ Assessed compliance of clients' business/operations with MAS' regulations, including Securities & Futures Act (“SFA”), Financial Advisors Act (“FAA”), and that of CMS license holders.
 - ❖ Exposure to MAS notices, i.e. SFA04-N02 (Prevention of AML/KYC), SFA04-N13 (Risk Based Capital Adequacy requirements – MAS Forms 1 - 6)
 - ❖ Proposed recommendations to client for strengthening of internal controls and mitigating potential compliance risks.
 - ❖ GST remission scheme and Financial Sector Incentive scheme.

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- Specialised in audits of RE/PE funds:
 - ❖ Analysis of valuation models of real estate investment projects.
 - ❖ Exposure to capital calls, waterfall distributions, PCAP allocation, computations of management fees, carried interest distributions, LPAs, investment agreements, and structures of RE/PE funds.
- Performed statutory audit in compliance with Singapore Financial Reporting Standards ("SFRS"), International Financial Reporting Standards ("IFRS") and in accordance with Singapore Standards on Auditing ("SSAs")
- Review of financial statements to ensure compliance with local regulatory requirements.

Finance Executive – Credit Control • June 2014 – July 2014

Starhub Ltd, Finance • Singapore

- Managed a portfolio of corporate customers with outstanding invoices through appropriate dunning procedures in line with Company's policies.
- Monitored payments made by customers and ensuring timely payments via payment reminder calls to customers.

Finance Executive • December 2012 – June 2013

HNWI Private Limited • Singapore

- Maintained proper records of transactions made by the company and submission of accounting records to the company's accountant.
- Disbursement of payrolls and CPF matters.
- Prepared payment vouchers for disbursements.
- Assisted with business support and human resource functions of the company.

Accounting Intern • April 2012 – August 2012

PSA Corporation, Regional Joint Venture • Singapore

- Performed monthly closing of books, including the raising of journals, posting journal entries and reconciliation of accounts, through the use of Oracle.
- Assisted in monthly reports analysis, forecasting and budgeting for MSC-PSA Asia Terminal joint venture.
- Assisted in clearing off loss reserves by negotiating with stakeholders and expediting the claims process.

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EDUCATION Institute of Singapore Chartered Accountants • Jun 2015 – Current
Associate Member

Bachelor of Accountancy • Aug 2010 – May 2014 (4 years)
Singapore Management University • Singapore

- GPA 3.32 / 4.00, High Merit
- Double major in Accounting & Finance
- Co-curricular activities:
 - ❖ SMU E.y.E Investment Club – Honorary General Secretary
 - ❖ SMU Assurance & Advisory Team – Vice President
 - ❖ Overseas Community Involvement Programme (Cambodia – Project Ptia)

OTHER SKILLS

- Highly proficient in Microsoft Word, Excel, PowerPoint
- Experienced in Bloomberg terminal usage.
- Able to speak Business Chinese

PERSONAL INFORMATION **Nationality:** Singapore Citizen
Gender: Male
Qualification:

- Bachelor of Accountancy, 2nd Major in Finance, High Merit