



ANEZA RAMZEEN

SENIOR AUDITOR

CONTACT

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186 Bishan St 13 #08-345,
Singapore 570186

PROFILE

A sharp auditor, at the same time with a focus on balanced risk mitigation to enable business success

Purpose and mission minded, led and supported teams of associates to achieve engagement goals

Now seeking to leverage my skills and grow in the financial services industry

SKILLS & COMPETENCIES

US GAAP//IFRS/SFRS

MICROSOFT OFFICE

PROJECT MANAGEMENT

RISK ASSESSMENT

INTERNAL CONTROLS

WORK EXPERIENCE

Deloitte and Touche LLP

Senior Associate

January 2015 - Present

Managed a portfolio of clients ranging from funds, asset management (real estate) to insurance brokers and finance companies.

Within the span of one and a half years, advanced to Auditor In-Charge (AIC) on one of the biggest client engagements in the department.

During my tenure as an AIC, I had to quickly learn and comprehend the complexity in understanding the industry and my client's portfolio while guiding a team of 15. Ultimately improving the process of the audit and surpassing the targeted goal in issuing the auditor's report.

Planning and developing overall strategy

- Identified opportunities in improving the audit efficiency by designating the work appropriately and modified audit procedures. Accomplishing finalisation before the targeted deadline.
- Perform preliminary planning, budgeting & staff requisitioning.
- Collated information and feedback from various team members, to build an "orientation" pack in helping new joiners grasp the background of the entity better and quicker.
- Designed audit memorandums to evidence the applicable standards and following procedures that were carried out in the audit.

Assessing Controls and Risk

- Identified, detailed and analyzed internal controls to test and design its effectiveness. Screening for opportunities to equip management with probable improvements in their processes.
- Performed analytical reviews on individual account balances by assessing market trends and company's transactions to substantiate the overall entity's financial performance.
- Utilised contradicting audit evidence to draw conclusions on potential audit issues and present recommendations to management.



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LANGUAGE PROFICIENCY

ENGLISH



MANDARIN



JAPANESE



WORK EXPERIENCE

Management & Mentorship

- Directed, trained and enabled 15 associates in procedures, documentation, client management and daily audit techniques. With 70% of the team achieving an appraisal grading above average.

Stakeholder & Partnerships Management

- Reliably translated goals into outcomes and deliverables. Finalised 14 US GAAP financials and 38 SPVs financials ahead of the stipulated timeline.
- Maintained positive relationships with clients in Singapore and other regions (China, Japan, India, US, Hong Kong, Australia) by professionally and punctually addressing issues.

Happy Marketer Pte. Ltd Finance/Marketing Assistant

May 2013 - August 2013

- Guided the process and laid the foundation of performing issuance of invoices via Quickbooks system.
- Analyzed the Company's ledgers with the Partners to assist in their future-planning decisions.
- Co-produced with graphic artist and video graphers to design various videos for corporate companies and schools.
- Source and network with potential clients at an international key-note conference (ad:tech). Maintained a list of prospective clientele and their objectives to align possible future collaboration.

EDUCATION

ISCA

Chartered Accountant of Singapore
Jan 2018

Nanyang Technological University

Bachelor of Accountancy
Jun 2014

Ngee Ann Polytechnic

Diploma in Accountancy
May 2011