

EVON LIM HOON MUN

PERSONAL PROFILE

Gender : Female
Race : Chinese
Date of Birth : 21st March 1989
Language Proficiency : English and Mandarin

Nationality : Singaporean
Email address : evonlimhm@gmail.com
Mobile Number : 90120762
Availability : 1 month

Self-motivated and experienced professional with 6 years of internal audit experience in financial institutions and public sector. Experience includes audit review of General Insurance (Agency Compensation, Underwriting, Claims), Life Insurance (Claims processing), Regulatory Compliance, Cambodia Bank, Fund Management, Private Equity and Credit Operations.

Meticulous and diligent team player with good analytical and problem solving skills. Strong leadership qualities and communication skills. Ability to deliver on multiple commitments.

Certified Internal Auditor (CIA), Certified Financial Services Auditor (CFSA) and Chartered Accountant (SG).

Achieved first-placing in Singapore for the P7SGP paper of the December 2013 ACCA examination session.

PROFESSIONAL EXPERIENCE

Manager, Group Internal Audit Aug 2015 to Present
Great Eastern Life Assurance

- Lead and execute audit engagements in relation to General Insurance (Agency Compensation, Underwriting, Claims), Life Insurance (Claims processing), Financial Risk Management, Regulatory Compliance audits.
- Manages audits with a risk focus and ensure the quality of working papers and audit file to support the findings of audit engagements.
- Prepare and issue internal audit reports.
- Propose corrective actions for Management to implement that address process control gaps.
- Verify adequacy of issue closures for internal audit reports and MAS inspection reports.
- Perform annual review of Group Whistleblowing Policy.
- Follow-up on Quality Assurance and Improvement Program (QAIP) review.

Senior Executive, Internal Audit Nov 2013 to Jul 2015
Phillip Securities Pte Ltd

- Develop audit program and perform internal audit review for the Phillip Capital Group, including overseas entities
- Identify and evaluate key risks (using a risk-based methodology) and controls, perform controls testing (including design of controls and operating effectiveness) and conduct detailed audit checks
- Recommend improvements to address risks and weakness identified
- Prepare and issue audit report
- Followed up on past audit findings for the Phillip Capital Group (local and oversea) to ensure adequate and timely implementation of control gaps and weaknesses
- Audited areas include credit operations, fund management, private equity and bank

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- Perform ad-hoc assignments on improving new processes (lucky draw, pre-generation of pin mailers, registration of online password reset service, return mail, operations certification and risk monitoring for overseas entities)
 - Developed fraud and whistle blowing E-learning module for the Phillip Capital Group
 - Provides support to company's whistle blowing policy
 - Developed internal audit risk assessment methodology
 - Assisted to develop the annual audit plan according to the risk assessment framework
 - Develop a discussion paper on "Instilling risk culture"

Assistant Internal Audit Manager

Aug 2011 to Oct 2013

Central Provident Fund Board

- Plan and perform audits of various functions and processes in the Board
- Evaluate adequacy, efficiency and effectiveness of controls and recommend improvements to address risks or weaknesses identified.
- Review the adequacy, efficiency and effectiveness of the risk management framework and processes
- Prepare and issue audit reports
- Evaluate and follow-up on implementation of agreed actions
- Provided secretarial support to the Audit Committee, include managing the Audit Committee meetings and preparation of Audit Committee papers and meeting minutes

PROFESSIONAL MEMBERSHIP

- Certified Internal Auditor (CIA)
- Certified Financial Services Auditor (CFSA)
- Chartered Accountant (SG)
- ACCA Member
- IIA Member
- ISCA Member

EDUCATION

Association of Chartered Certified Accountants (ACCA) 2012 to 2014

Bachelor of Science in Business (Hons) 2008 to 2011
 University of London
 Singapore Institute of Management

GCE 'A' Level 2006 to 2007
 St Andrew's Junior College

GCE 'O' Level 2002 to 2005
 Crescent Girls' School

TECHNICAL SKILLS

Proficient in Microsoft Office: Word, Excel, PowerPoint • Qlikview • Quick Book • MYOB