

Résumé

Personal details:

Name: YUN Kwong Hung 殷廣雄
Telephone: 6412 2157
E-mail: yunowen@gmail.com
Address: Flat 2703, Un Hei House, Un Chau Estate, Cheung Sha Wan,
Kowloon, HK

Education:

- **BA (Hons) Accountancy**
2016 Coventry University
- **Higher Diploma in Accountancy**
2007 Hong Kong Institute of Vocational Education
- **Hong Kong Advanced Level Examination**
2005 Lung Cheung Government Secondary School
- **Hong Kong Certificate of Education Examination**
2003 T.W.G.Hs Chang Ming Thien College

Working Experience:

- 7/2014 – present Prudential Corporation Asia (Regional Head Office)**
- Job title: *Accountant*
- Job duty:
- Full set accounts, Month-end closing, Cash flow analysis
 - Handle inter-company current accounts reconciliation
 - Handle project cost analysis
 - Assist to prepare Budget and Forecast
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- 7/2011 – 5/2014 Vigor CPA Limited**
- Job title: *Audit supervisor*
- Job duty:
- Organize and prepare financial statements
 - Provide full set of accounting services
 - Review on the internal control systems
 - Prepare audit planning, perform analytical review
 - Prepare tax computation, taxation queries from IRD and provide tax-related advises to clients
 - Communicate with client independently
 - Travel to PRC occasionally

Working Experience (continued):

7/2007 – 5/2011

D.P. Lau & Company, C.P.A.

Job title: Audit semi-senior

Job duty:

- *Prepare audit planning, perform analytical review*
- *Organize and prepare financial statements*
- *Prepare tax computation, taxation queries from IRD and provide tax-related advises to clients*
- *Provide full set of accounting services*
- *Travel to PRC occasionally*

Professional Qualification:

➤ **Finalist Student of The Hong Kong Institute of CPAs**

Final Examination	To be attempted
Module A, B, C & D	Pass

➤ **Hong Kong Institute of Accredited Accounting Technicians**

Professional Bridging Examination	Pass
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➤ **LCCI International Qualifications**

Level 3 Certificate in Accounting	Pass
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Computer and Language Skills:

Accounting software – SUN System
MS office – Excel, Word, PowerPoint
English and Chinese word processing

	<u>Written</u>	<u>Spoken</u>
Cantonese	Good	Good
English	Good	Conversant
Mandarin	Good	Good

Expected and Current Salary:

Expected:

HK\$27,000 per month

Current:

HK\$24,000 per month

Availability:

One month notice