

**Ko Jia Ying Candy**  
**Blk 305B Punggol Road**  
**#14-717, Spore 822305**  
**83631191, [candykojy@hotmail.com](mailto:candykojy@hotmail.com)**  
**Last drawn salary: \$4,700; Expected salary: \$4,800-\$5,000 (Negotiable)**



### **Education / Qualifications**

<b>ISCA Chartered Accountant (previously known as CPA Singapore)</b>	Aug 2016
<b>Nanyang Business School, Nanyang Technological University, Singapore</b>	Aug 2010 – Jul 2013
<ul style="list-style-type: none"> <li>Bachelor of Accountancy (Second Upper Class Honours)</li> <li>Cumulative Grade Point Average: 4.44 / 5.00</li> </ul>	
<b>Temasek Junior College</b>	Jan 2008 – Dec 2009
<ul style="list-style-type: none"> <li>GCE 'A' Level with 3 distinctions</li> </ul>	

### **Work experience**

<b>Deloitte &amp; Touché LLP (Audit Senior Year 2)</b>	Aug 2013 – Present
<ul style="list-style-type: none"> <li>Lead and guided team members on audit engagements and supported managers in managing audit timeline</li> <li>Perform financial statement audit and agreed-upon procedures covering planning, fieldwork, reporting and concluding procedures</li> <li>Responsible for designing and conducting audit testing for balance sheet and income statement items</li> <li>Review of elimination and adjusting entries for group consolidated accounts</li> <li>Identify risk areas in clients' business processes and assessed clients' internal controls procedures on various business cycles</li> <li>Perform research to resolve audit and accounting technical issues that arose in the course of audit engagements</li> <li>Build rapport and interact with clients' management level executives</li> <li>Assisted with client's preparation of group and entity level financial statements</li> <li>Assisted with preparation of presentation slides for findings to be communicated to audit committee</li> <li>Proficient in Singapore Financial Reporting Standards</li> </ul>	

#### **Major audit client**

- Keppel Corporation Limited: A holding company of numerous subsidiaries that specializes in marine, property and infrastructure businesses, listed on the Singapore Stock Exchange.
- Noel Gifts International Limited: Singapore's leading hampers, flowers and gifts company, listed on Singapore Stock Exchange.

<b>Deloitte &amp; Touché LLP (Audit Intern)</b>	May 2012 – Jul 2012
<ul style="list-style-type: none"> <li>Responsible for performing audit testing, including test of details and analytical reviews</li> <li>Supported seniors on yearly stock count and assisted with preparation of financial statements</li> <li>Actively participated in Deloitte firm wide activities</li> </ul>	

<b>Nique Ardeur Boutique Shop, Sales Assistant</b>	Jun 2010 – Aug 2010
<ul style="list-style-type: none"> <li>Achieved highest sales record, earning 5 times of daily sales</li> <li>Trained in many aspects of the shop's operations including promoting, cashiering and closing</li> </ul>	

**Singapore Management University, Administrative Executive**

Dec 2009 – Jun 2010

- Ensured smooth operation of the MSc in Applied Finance programme
- Coordinated student's graduation night, liaising with event companies
- Obtained skills and exposure to using the SAP system

---

**CCA/Activities****NTU Redcross Youth Chapter, CIP committee & CNY events committee**

Aug 2011 – Aug 2012

- Monthly visits to the Redcross Home For Disabled (RCHD) to interact with the residents
- Successfully organized a Chinese New Year Event at RCHD for 300 people

**Uni-Y, OCIP Vietnam Committee**

Oct 2011 – Dec 2011

- Improved service orientation ability during fund raising events
- Lead a team of 6 members in lesson preparation and teaching of pre-school children basic English

**Nanyang Business School Service Learning Club**

Feb 2011- Aug 2011

- Planned and executed an art exhibition to raise awareness for the mentally disabled
- Successfully liaised with 2 external vendors for venue sponsorship

**Orientation Group Leader**

- Lead and bonded a group of 30 new students during orientation

Jan 2009

**Tourism Club, Resource Manager**

Jan 2008 – Dec 2009

- Assigned the vice-president role for a major event 'Tourism Fiesta'

**Leo Club**

Jan 2008 – Dec 2009

- Awarded the Leo Club Excellence Award for outstanding CIP contributions
- Worked closely with Bethesda Church in organizing festive events for 30 disabled elderly

---

**Language/IT skills**

- Fluent in English and Mandarin (written and oral)
- Proficient in Microsoft Office applications (Word, Excel, PowerPoint)

---

**Interests/Hobbies**

- Travelling to different countries to gain insights of different cultures
- Nature-infused activities