
PHILLIP SU KHANG CHIAW

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(please email if unreachable via call)



PERSONAL DETAILS

Summary of key strengths:

- Advanced **Excel** skills involving Pivot tables and formulas
- Keen eye for **detail** in preparation of financial statements
- **IT savvy** so learning new software/systems is not an issue
- Proactive in **improving processes** through automation, and identification and removal of redundant/inefficient workflows
- Good work attitude, eager to **share and teach** knowledge with team members
- Exposure to **MNC environment**

I specialise in fund accounting encompassing NAV calculation, IFRS reporting, fees and rebates calculation. At this stage, my career aim is to broaden my exposure to learn and gain insights into different systems and processes. I keep an open mind to identify improvements to existing processes, thereby striving to add value to my workplace.

I have passed and completed all ACCA papers. I have worked with a EUR 57bn AuM Swiss Private Equity firm where I have had the experience of handling the NAV preparation of a EUR 2.5bn investment fund.

Prior to that I have been an external auditor where my portfolio clients are mainly Chinese PRC companies listed on the SGX. I have 7+ years of relevant work experience since obtaining my professional accounting qualification.

EDUCATION

2009

Association of Chartered Certified Accountants (ACCA)

F1 to F9 (Part 1 & 2) ACCA

Fully exempted

P1 Professional Accountant

Passed at first attempt

P2 Corporate Reporting

Passed at first attempt

P3 Business Analysis

Passed at first attempt

P5 Advanced Performance Management

Passed at first attempt

P7 Advanced Audit and Assurance

Passed at first attempt

COMMERCIAL EXPERIENCE

Nov 2011 – Aug 2017
(5 years 9 months)

Senior Fund Accountant PARTNERS GROUP (S) PTE LTD

- **Calculate fund NAV**, perform variance analysis, NAV reasonableness tests, Hedge valuations, In-kind distribution valuations, monitor and manage Accounts Receivable & Payable, Bank reconciliation, Prepayment and Accrual reconciliations, Loan interest calculations, Reconciliation of Calls and Distributions, Fee and rebate reconciliations, Related Party Financing calculations, Blocker accounting, etc
- **Review periodic NAV** calculations prepared by junior accountants
- Responding to **audit queries** (fund level, group level, ISAE 3402)
- Responsible for calculation of private equity **fees & rebates** (e.g. Management fees, Performance fees, Fund closing fees, True-up/equalisation, Retrocessions, Double-layer fee accounting, etc)
- Liaise with **legal department** on structuring of LP fees and rebates, review of legal contracts, e.g. LPA, IMA, PPM, Side Letters
- **Validate calls/distributions** in eFront
- Respond to **investors' queries** regarding NAV, fees, expenses
- Produce quarterly and annual financial reports to investors under IFRS, Luxembourg GAAP, US GAAP
- Oversee fee and reporting **legal compliance** of funds
- Maintain department's Wiki pages for information sharing

Project involvements

Product measurement – compute & assign ratings to products based on their complexities with the aim to achieve a fair portfolio allocation among accountants.

Education committee – internal training and educating on specialized topics such as fees, within and outside of business unit.

System upgrade – performed UAT for in-house developed system for deployment of new functions.

Wiki – design and create content for internal Wikipedia for sharing of information within the firm.

Green office – idea was chosen for company's green office initiative, measured based on feasibility, budget, practicality and impact.

May 2010
(1 year 6 months)

Audit Associate CROWE HORWATH FIRST TRUST LLP

- Job assignment mainly consists of external audits for SGX-Listed Companies with operations in China
- Industry exposure includes: IT & Telecommunications, Agriculture, Precision Engineering/Manufacturing, Biotech
Responsibilities include performing: Statutory audits, Bank/Loan balance validations, AR/AP tracking and confirmations, Inventory audit and valuations, Asset valuations, Payroll testing and verification, Tax computation and confirmation, Segment reporting, assisting in preparation of consolidated FS, Related party rebalancing, Government grant, etc.

STRENGTHS

- Proficient in Microsoft Excel for data mining, pivot table analysis
- Fluent in English and Mandarin (spoken and written)
- Savvy with IT systems (eFront, Siebel, Oracle Abacus, Genius)
- Attention to details in preparation of financial statements

HOBBIES

Chess, FPL analytics

AVAILABILITY

Immediate