

CHAN HONG RUI SAMUEL

9367 6865

samuelchanhr@gmail.com

PROFESSIONAL QUALIFICATIONS

Chartered Accountant of Singapore

EDUCATION

The Association of Chartered Certified Accountant (ACCA)	2016
BSc in Accounting & Finance (Honours) , University of London, SIM - Second Upper Class Honours	2010 – 2012
Diploma in Accountancy , Singapore Polytechnic	2005 - 2008

RELATED WORK EXPERIENCES

The Northern Trust Company, Singapore Branch

Accountant

Dec 2016 - Current

Associate Accountant

Feb 2014 – Nov 2016

- Preparation MAS reports and investigated on abnormal variances between periods.
 - MAS 649 (MLA)
 - MAS 610
 - Fortnight AMR and Minimum Cash Balance (MCB)
 - Quarterly Income and Expenditure
 - BIS Triennial Central Bank Survey of Foreign Exchange
- Monitored liquidity requirements and liaised with the traders on the purchase of liquid assets.
- Performed daily reconciliation for FX net positions, FX profit & losses and money market instruments between the trader, core banking and accounting systems. Large breaks are investigated and resolved within the day.
- Responsible for timely and accurate preparation of reports to head office and surveys for Singapore Statistics.
- Participated in month end closing and ensured the accounts are accurate.
- Liaised with intercompanies to resolve P&L and Balance Sheet mismatches and charges.
- Ensured that expenses are accounted for accurately and approving payment vouchers that requires review.
- Reviewed bank reconciliations and ensured that there were no large outstanding items especially during month end reporting.
- Mentored and assigned tasks to contract staffs and interns.
- Constantly looking for areas of improvement in processes and successfully reduced and improved existing processes.
- Excelled in a team environment and covered for team members work when required.

Audit Senior

Involved in the whole audit process. Worked in a team and individually when the situation arose.

- Collecting audit evidence, carrying out and evaluating the results of the audit tests.
- Liaised with clients regarding issues that arose during the course of an audit.
- Applied substantive testing procedures and analytical review to meet audit objectives.
- Finalising all aspects of audit work including audit report and submitting to the audit partner for review.
- Discussed with the audit partner in resolving issues arising from the audit.
- Assisted the audit manager in preparing analytical review of financial statements at the preliminary and final review stages.
- Coordinated audit team activities to meet objectives within time constraints and mentored junior staffs.

ADDITIONAL INFORMATION

Software Knowledge

- MIDAS
- Oracle Peoplesoft