

NG JING JIE

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EDUCATION

NANYANG BUSINESS SCHOOL, NANYANG TECHNOLOGICAL UNIVERSITY, SINGAPORE
Bachelors (Accountancy), GPA: 4.35, August 2013 - June 2016

INTERNSHIP/WORK EXPERIENCE

PWC, SINGAPORE

Audit Associate , Sept 2016 - Present

- Assist in providing assurance services on the financial statements and the operations of Financial Institutions.

ROYAL BANK OF CANADA, SINGAPORE

Operational Risk Management Intern (Internship) , May 2015 - July 2015

- Assisted in preparation of risk management reports.
- Assisted in assessment and analysis work on internal and external operational risk events, new systems and processes and existing and new product risk review.
- Crafted out a process universe of all the processes in the Private Banking business and performed a Business Control Risk Assessment.

DELOITTE , SINGAPORE

Audit Intern, December 2014 - January 2015

- 7 weeks optional winter internship.
- Have the opportunity to meet many different clients which helps to grow my communication and interpersonal skills.
- Experienced and learnt many aspects of auditing. For example, auditing sales, inventories and various accounts.

CO-CURRICULAR ACTIVITIES/COMMUNITY INVOLVEMENT ACTIVITIES

HOUSE OF JOY ELDERCARE CENTRE (MOUNTBATTEN)

Member, January 2008 - August 2015

- Facilitated activities for different client groups including youth, children and people with special needs.
- Did weekly home visitations for elderly citizens in Toa Payoh, to encourage them to live a more active lifestyle.

TOUCH COMMUNITY SERVICE

Member, January 2008 - December 2011

- Pack and deliver food for the “Meals for Wheels” program which delivers food to the doorsteps of the frail and the elderly.
- Escorted the elderly to medical appointments.

ACHIEVEMENTS AND AWARDS

BEST SOLDIER OF THE YEAR

, January 2013 - January 2013

- Recognised to be a reliable, independent and efficient worker, who regularly went the extra mile when executing tasks.
- Meticulous and organised.
- Potential to be further groomed for higher appointment.

SKILLS/COMPETENCIES AND INTERESTS

- Currently pursuing a **Financial Risk Management Certificate** by GARP. **Passed Part 1** Nov 2016 paper
- Proficient in Microsoft Office and excel (Vlookup, Pivot table)
- English (Advanced), Mandarin (Chinese) (Intermediate)
- Have a strong passion to serve the community thus has always been active in community service work especially for elderly.
- Enjoys experiencing new culture and meeting new people. Have traveled solo in Japan for 74 days.