

Gerald Tan Yun Haw

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ACADEMIC HISTORY

- Aug 2015 – Present **CPA Australia** (Expected date of completion - June 2018)
- 2012 - 2014 **The University of Melbourne** – Melbourne, Victoria, Australia
- Bachelor of Commerce: Double major in Accounting & Finance
 - Recipient of Janet Clarke Hall Scholarship (2013)
 - Average Score: 71/100
- 2007 - 2010 **Ngee Ann Polytechnic** – Singapore
- Diploma: Business Information Technology (GPA of 3.5)
 - Proficient in C# programming of business applications

WORK EXPERIENCE

- May 2015 – Present **The Bank of New York Mellon – (Fund Accountant)**
- Prepare & Review daily and monthly Net Asset Values (NAVs)
 - Daily processing of Trades, Corporate Actions, Bank & Stock Reconciliation
 - Prepare Month-end financial reports, ROI & FRS
 - Responsible for maintaining GL, including impact testing of new accounting procedures
- Sep 2014 – Apr 2015 **OKH Global Ltd – (Accounts Assistant)**
- Partial to full sets accounting (AP/AR/JV) for 4 entities
 - Proficient in Sage 300 ERP ACCPAC accounting software
- Nov 2010 – Sep 2012 **Republic of Singapore Air Force – (3rd Sergeant)**
- Selected to demonstrate new weapon system to other Air Force units
 - Represented and came in 1st overall in Eagles Challenge 2012 (competition of skills among Singapore Air Force Units)
 - Responsible for planning & allocating duties in my platoon
- Sep 2009 – Mar 2010 **Vishay Intertechnology Asia Pte Ltd – (IT support - 6 months internship + 1 month contract)**
- Investigated and resolved IT related issues independently
 - Conducted IT trainings for employees
 - Attained some basic knowledge of the use of SAP software from the finance department
 - Established strong interpersonal relationships with employees of all levels