|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CURRICULUM VITAE** | | | | |
| Position Sought | Financial Accountant | |  | |
| Career Objective | An ambitious and enthusiastic chartered accountant, capable of working within a fast paced and challenging environment, now looking for an accountancy position, one which will make best use of my skills and experience in finance and accounting, as well as in audit. | | | |
| **PERSONAL INFORMATION** | | | | |
| Name | Ng Li Wei (Winnie) | | | |
| Birth Date | 22nd November 1988 | | | |
| Gender | Female | | | |
| Nationality | Malaysian (Singapore Permanent Resident) | | | |
| Marital Status | Single | | | |
| **CONTACT INFORMATION** | | | | |
| E-mail | [Winnie\_2211@hotmail.com](mailto:Winnie_2211@hotmail.com) | | | |
| Mobile | +65 8569 8682 | | | |
| Country | Singapore | | | |
| Address | Blk 98 Whampoa Drive #10-124, Singapore 320098. | | | |
| **PROFESSIONAL EXPERIENCE** | | | | |
| Designation | Accountant | *20 July 2015* | | *Present* |
| Organisation Name | Mapletree Investments Pte Ltd | | | |
| Location | 10 Pasir Panjang Road #13-01, Mapletree Business City, Singapore 117438. | | | |
| Organisation Profile | Mapletree is a leading real estate development, investment and capital management company that is focused on delivering value to its statekeholders through its asset-light business model that maximises capital efficiency. | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **PROFESSIONAL EXPERIENCE (CONTINUED)** | | | |
| Work Description | **Key Responsibilities as an Accountant**   * Handling a portfolio of Australian and Singapore entities, including timely month-end closing, inter-company reconciliation and audit schedules and various management reporting including variance analysis, credit risk, occupancy and rental rates, etc. * Reviewing financial reporting package from external property managers and operators, and reviewing financial reporting package from oversea team. * Preparing full set of financial statements for audit, prepare tax computation for tax provision, and ensure timely submission of Business Activity Statements (GST filing in local term) to Australian Taxation Office. * Involve in budgeting and forecasting exercises by reviewing the budgets and forecasts prepared by investment and asset management team, as well as EVA reporting. * Quarterly cash flow projection and distribution/repatriation from Australian entities to holding companies in Singapore. * Ad-hoc matters including perform tenants’ credit review, process improvement, managing accounting system (SAP) implementation for small legal entities. | | |
|  | | | |
| Designation | Audit Senior | *2 December 2013* | *6 July 2015* |
| Organisation Name | Ernst & Young LLP, Singapore | | |
| Location | One Raffles Quay, North Tower, Level 18, 048583 Singapore. | | |
| Organisation Profile | Ernst & Young LLP is one of the Big Four Accounting and Consulting firms, which provides audit, advisory and tax services to its clients. With the tagline of “Building a better working world”, EY consistently being supportive to the employees, clients and communities, in every aspect possible. | | |
| Work Description | **Key Responsibilities as an Audit Senior**   * Leading and coaching teams of junior auditors in conducting audit fieldwork which involve understanding and validating processes and internal controls, risk assessment, statutory audits, design and perform audit procedures, financial statements reviews, and overall conclusion analytics. * Performing audit for companies ranging from hoteling, shipping, logistics, F&B, retailing, trading and conferences, exhibitions, and training seminars organiser. * Auditing consolidated accounts, reviewing consolidation entries, performing analytical reviews, performing impairment assessment on investments, and reviewing consolidated financial statements. * Communicating with network firms for group reporting purpose, both as primary team and as component team; reviewing reporting package and preparing summary review memorandum for group reporting. | | |
|  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **PROFESSIONAL EXPERIENCE (CONTINUED)** | | | |
| Designation | Senior Associate | *4 July 2011* | *27 November 2013* |
| Organisation Name | PricewaterhouseCoopers, Malaysia | | |
| Location | Level 10, 1 Sentral, Jalan Travers, Kuala Lumpur Sentral, P.O. Box 10192, 50706 Kuala Lumpur, Malaysia. | | |
| Organisation Profile | PricewaterhouseCoopers, Malaysia is one of the reputable Big Four Accounting and Consulting firm. It is also part of the International PwC network of independent member firm. | | |
| Work Description | **Key Responsibilities as a Senior Associate**   * Leading a team of junior auditors in conducting fieldwork which involve statutory audits, risk assessment, budgets review, overall conclusion analytics and preparation of audited financial statements. * Compute financial ratios by analysing monthly & yearly income statements, balance sheets, cash flow statements and aged receivables/payables listing. * Analyse key financial performance indicators/trends, such as financial ratios and cross divisions comparison, which includes establishing financial benchmark of acceptable performance and comparing actual results to budget and initiating corrective actions. * Auditing consolidated accounts, validating consolidation entries, performing analytical reviews, performing impairment assessment on investments and check announcement reports. * Communicating with network firms for group reporting purpose, both as group auditor and as component auditor, reviewing consolidation package and preparing Memorandum of Examination for group reporting. | | |
| **PROFESSIONAL MEMBER/AFFILIATE** | | | |
| Professional body | * Affiliate – Association of Chartered Certified Accounts (ACCA) – 2007 * Member – Association of Chartered Certified Accounts (ACCA) – 2014 * Affiliate – Institute of Singapore Chartered Accounts (ISCA) – 2014 | | |
| **EDUCATION** | | | |
| Professional Qualification | **Association of Chartered Certified Accountants (ACCA)** | | |
| Status | Completed, June 2011 | | |
| Institution | Sunway University College, Malaysia | | |
|  | | | |
| Professional Qualification | **Bachelor of Commerce (Honours) Accounting** | | |
| Status | Completed, August 2010 | | |
| Institution | Universiti Tunku Abdul Rahman, Malaysia | | |

|  |  |
| --- | --- |
| **AVAILABILITY** | |
| Notice Period to Work | One month |
| **SKILLS** | |
| Technical Skills | * Singapore Financial Reporting Standards, Malaysian Financial Reporting Standards * Balance Sheets, Income Statements, Cash Flows Statements, Statements of Changes In Equity, Consolidation, Acquisition and Disposal of Investments, Discontinued Operations, Assets Held For Sale * Budgets and forecasts review * Financial Risk Management, Group Reporting * Preparing Financial Statements, General Ledger Accounting * Personnel Management, Time Management, Prioritisation, Motivation, Relationship Management * Communication, Leadership, Interpersonal, Analytical, Problem Solving & Decision Making Skills * IT Skills: MS Office Applications (MS Excel, MS Word and MS Power Point), Aura Audit Tools, GAMx Audit Tools, SAP |
| Languages | * English – Good * Malay – Moderate * Chinese – Good * Cantonese – Good * Hokkien – Good * Korean – Pre-Intermediate |