**Yee Guan Wei**



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| **EDUCATION** |
| **National University of Singapore (NUS)** |
| *Bachelor of Business Administration (Accountancy) (Aug’09 to May’12)* |
| * Cumulative Average Point : 3.66/5.00 |
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| **Temasek Junior College (TJC)** |
| * GCE ‘A’ Level with 5 distinctions |
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| **WORK EXPERIENCES** |
| **KPMG Services Pte. Ltd.** |
| **Audit Assistant Manager** |
| *(Jul’16 to Mar’17)* |
| * Lead teams comprising of 3 to 5 members forsupporting audit engagements in the Real Estate, Consumer and Tourism Industries from planning to reporting phase |
| * Formulate audit plans and procedures to address key risk areas, including testing and documentation of the design and implementation of client’s internal controls |
| * Propose improvement points for as well as develop good practices in clients’ business processes |
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| **Audit Senior Associate** |
| *(Jul’14 to Jun’16)* |
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| **Audit Associate** |
| *(Sep’12 to Jun’14)* |
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| **CO-CURRICULAR ACTIVITIES** |
| **Vice Chairperson** |
| *L-derly Befrienders, NUS Students’ Community Service Club(Jul 10 to Jul 11)* |
| * Assisted a committee of five member with the planning of weekly household visits to elderly |
| * Initiated a collaboration with Public Utilities Board to install water saving thimbles for residents |
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| **Logistic Assistant** |
| *Project C.A.N. VIII, NUS Students’ Community Service Club(Mar 11 to Jul 11)* |
| * Facilitate the distribution of food donations from the public to needy households during beneficiary visits, involving a total of approximately 400 households |
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| **SKILLS/INTEREST** |
| * Proficient in English, Mandarin and conversational Teochew/Hokkien |
| * Proficient in Microsoft Word, PowerPoint and Excel |
| * Interests include sports such as soccer and baseball, as well as watching mystery films |