**Yang Bing**

**Handphone: 98740583**

**Email: yangbingyangbing@hotmail.com  
Nationality: China**

**Personal Description**

A meticulous financial professional with well-rounded commercial knowledge and a team player with integrity, who are adaptable to new challenges.

**Available Date**

2 months’ notice negotiable

**Current Salary**

Monthly basic S$3000

**Expected Salary**

S$3,600 Negotiable, S Pass above

**Professional Qualification**/**Education**:

ISO 9001: 2008 QMS/SS 524:2006 QMBS

Internal auditor

ACCA Level 3, completed 11/14

(Currently pursuing P3 & P4 on part-time)

ACCA

Advanced Diploma & Diploma in Accounting and Business

University of London

Singapore Institute Of Management  
Bachelor of Banking & Finance   
  
Anglo-Chinese Junior College, Singapore（Singapore International Foundation-MOE full scholarship）  
GCE ‘A’ Level

Anglo-Chinese School (Independent), Singapore (SIF-MOE full scholarship)   
GCE ‘O’ Level

**Experience**:

**Total Experience**: 6 years in accounting

2014-Now

Vistra Corporate Services (SEA) Pte. Ltd. (MNC in Corporate service & fund service industry)

**Accounts Executive**

-Managing a portfolio of clients;

-Prepare/review full set of accounts which includes payroll;

-Prepare/review unaudited financial statements and XBRL;

-Assist client in handling treasury and banking functions such as remittances and routine operations for a portfolio of clients;

-Billing and collection;

-Create and maintain records in ViewPoint system;

-Acted as Trust accountant for Vistra’s trust fund portfolio;

-Ad-hoc advisory job.

2012-2014

New Energy Resources Pte. Ltd. (Local bunker oil trading firm)

**Account executive cum admin/Operations/marketing**

-Assist in sales, marketing & operations;

-Handle full spectrum of accounting functions;

-Monthly staff claims processing;

-Ad-hoc admin duties;

-GST reporting preparation;

-Petty cash handling/Payment Vouchers;

-Exposure management;

-All relevant account/finance duties;

-ISO internal auditor.

2011

Sheng Jian Food Pte. Ltd. (Commodity trading firm in China)

**Finance manager**

-Full set of accounts;

-All accounting & finance roles.

**2008**  
**Three-month internship** in China Shanghai Pu Dong Development Bank as Associate Front Desk Manager.

-Attend to customers inquiries;

-Instruct customer to use online services to access to introduction of the various funds in the market and purchase them online;

-Provide customer with an introduction of the financial products available;

-Process personal loan and credit card applications.

**Other Skills**

Native in Mandarin Chinese, Microsoft Word/Excel/PowerPoint, Auto CAD, MYOB, Sage Easypay, Viewpoint (Trust Accounting Software), IBMS (ERP/accounting software used in bunker industry).