**Career Objective**

With more than 10 years of experience in the finance and accounting profession with HK listed company with a diversified business portfolio in the Greater China. I am seeking a challenging but rewarding position to utilize my knowledge on accounting and finance, internal control, analytical skill and especially familiar with PRC Tax and accounting standard and regulation.

**Summary of Qualification**

Built up Risk Management framework and mechanism to comply with the new requirement of Corporate Governance

Design an audit procedure and group policy through the training course and deliver a message to various business units

Familiar with HKFRS and PRC GAAP, PRC tax planning and regulation apply in order to comply with local government

Review procedure through enhancing the continue development with aspect to finance/group policy/business operational flow to achieve effective and efficient management

Proactive thinking to fit for rapidly changing business environment

**CERTIFICATION**

CPA (Aust.) 2012

ASA 2009

**PROFESSIONAL EXPERIENCE**

**Sime Darby Group (MNC – listed in Singapore)**

Financial Reporting Executive(III) Dec 2016- Present

* Prepare the Monthly/Quarterly/Annual Reports and manage the internal and external review for these documents
* Inform parties of necessary deadline adherence for the following processes: financial close, budget plan, cash flow and financial modeling
* Monitor and ensure timely identification and compliance with evolving accounting guidance, provide GAAP interpretation and prepare technical memorandums that document issues in a clear, logical and comprehensive manner
* Communicate and explain accounting issues and evolving accounting guidance to the management team
* Manage communications with external auditors on external financial statements and accounting issues to ensure auditor agreement with company decisions on accounting disclosures, and issues
* Create, implement and maintain comprehensive worldwide accounting policy documents to improve clarity and consistency
* Perform continuous assessment of the close process and process re-engineering to reduce the timing to close the financial period

**Dah Chong Hong Limited (stock code : 1828)**

Financial Control Manager 2009 – 2016 Oct

* Supervised and organized a team of 4 to 6 junior associates to resolve problems and achieve reporting deadline
* Prepare operational and management reports and perform relevant data analysis, and provide support to Business Unit leadership team, partners and managers’ meeting.
* Assist Business Unit leader in the annual budgeting process; and facilitate on-going financial management such as revenue forecast and sales and pipeline monitoring
* Performed risk assessments, data analytics and financial review for over 80 projects. Compiled and presented audit findings and suggested practical business improvement
* Deliver presentations and training to the Business Unit to help them understand the need for change
* Work closely with Risk Management Committee at other locations to ensure alignment of operational practices
* Participate in ad hoc project if required by top management

Victory Manufacturing Co. Ltd. (JV Company with DCH) Senior Financial Analyst 2008 – 2009

* Assist local Financial Controller to prepare month end financial and management reports
* Monitor AR collection time/Cut Off time of Expenses and Income
* Supplier selection procedure and monitoring procurement flow against department’s budget planning
* Designing a full set of “Bill of Material” to control the standard cost
* Support and provide assistance to External Auditor to complete audit accounts and follow outstand issues

DCH Supply Chain Management Co. Ltd. Senior Finance Officer 2006 – 2008

* Prepare full set of financial and management account
* Review reasonableness against financial budget/forecast, present to BU’s head with quality fact findings
* Provide supporting to operation manager and act as liaison between Finance and Operation Team

Job Description:

1. Conduct in-depth investigations of suspicious financial activity, analyze financial data to detect irregularities in areas such as

billing trends, financial relationships, and regulatory compliance procedures.

1. Inspect account books and accounting systems for efficiency, effectiveness, and use of accepted accounting procedures to record transactions.
2. Examine whether the organization's objectives are reflected in its management activities, and whether employees understand the objectives.
3. Prepare, analyze, and verify annual reports, financial statements, and other records, using accepted accounting and statistical procedures to assess financial condition and facilitate financial planning.
4. Conduct pre-implementation audits to determine if systems and programs under development will work as planned.
5. Audit payroll and personnel records / Evaluate taxpayer finances to determine tax liability, using knowledge of Treasury function/Review taxpayer accounts, and conduct audits on-site.
6. Produce up-to-the-minute information, using internal computer systems, to allow management to base decisions on actual, not historical, data.
7. Prepare financial statement in accordance with GAAP, Budgeting, Forecasting, Cash Management and knowledge of IPO

## Fashion Focus Mfg. Ltd., Hong Kong, *Financial Analyst* Jun 2005- 2006 Jun

1. Analyzed inventory cost in order to minimize cost and maximize profit
2. Evaluated monthly sales report and presented findings for management decisions
3. Forecasted monthly budget to adjust labor schedule and ordering of daily material supply in order to manage daily logistics

## Middlesex University, East Asia Regional Office *Administration Officer Sep 2001 – Jun 2005*

## KPMG

## *Associate Nov 2000 – Sep 2001*

Support senior level auditors with bookkeeping, A/R and A/P, clerical and administrative duties, include processing and recording client invoices into the accounting software and systems. Also interact with the vendors and various departments within the company for day to day task.

**EDUCATION**

## Upper Iowa University, Iowa - 2000

## Bachelor of Science major in Business Administration

## The HK Polytechnic University, Hong Kong - 2008

## Master of Professional Accounting (not yet completed)

**SKILLS & INTERESTS**

**Skills** Proficient in English, Mandarin, Cantonese, Microsoft Word, PowerPoint, Excel, HFM, Oracle, ERP/SAP

**Availability May 2017**

**Expected Salary negotiable**