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**CHOCK XIN YI EMILY**

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**PERSONAL HIGHLIGHTS**

* Motivated and energetic executive with more than 10 years of experience in audit, compliance and risk management.
* Passionate about people, business process designs and innovation, and sensitive to organisation changing needs.
* Efficient and able to multi-tasks. Strong sense of ownership and drive towards excellence.

**WORK EXPERIENCES**

**Deputy Manager, Group Internal Audit** **Apr 2010 to current**

Keppel Corporation Limited

* Keppel Young Leader in 2016/2017 cohort across the Group, which serves a seedbed to cultivate innovation, entrepreneurship and to build global leaders.
* Plan, manage teams and conduct operational, financial, compliance and IT audits to assess the adequacy and effectiveness of governance, risk management and internal controls over the Group’s activities, particularly in the REIT/ Fund Management, Property, Offshore & Marine and Infrastructure divisions.
* Identify internal control weaknesses with in-depth root cause analyses; assess risk impacts and provided practical yet value-added recommendations to mitigate risk exposures.
* Spearhead initiatives in developing structured audit programs to review compliance with regulatory requirements (i.e. Securities and Futures Act & regulations, MAS Guidelines and Notices on licensing, registration and conduct of business for fund management companies, financial and margin requirements, AML/CFT Notices, Outsourcing, Technology Risk Management and Business Continuity Management)
* Champion roll-out and use of data analytics to assist teams in identifying trends / abnormalities within specific processes for purpose of follow-up and sample selection. Additionally, also drive value-adding initiatives by identifying opportunities to streamline efficiencies and improve effectiveness with in-depth analytical reviews. Examples of projects undertaken which yielded significant cost savings of up to S$163K include:
* Trend analysis of unit prices paid for common consumables used across various yards to determine if further synergies or bulk discounts can be explored.
* Assessment of labour’s (yard workers and subcontractors) productivity against KPI to identify potential cost saving measures or possible duplication of work.
* Assist in the preparation of Group’s annual audit plan with constant engagement of stakeholders from each divisions to identify specific risk areas of concerns and mitigating actions (if any). Residual risks are scored and ultimately presented with audit scope considerations to respective Audit Committees for approval.
* A coach to the junior auditors by identifying and supporting their developmental needs and goal settings process. Bridge the team and foster team dynamics to ensure successful collaborations.
* Collaborate with functional teams to conduct series of training to approximately 300 participants (local & overseas) on internal controls and fraud, with the intent to strengthen the level of control awareness at supervisory level. Participants included Directors, Senior Management and members of the Group’s finance team.

**Senior IT Auditor, Group Audit Dec 2009 to Apr 2010**

Neptune Orient Lines Limited

* Plan and conduct IT audits to assess governance framework and general / application controls over critical IT systems that support key business processes (i.e. management of terminals and warehouses).
* Drive process efficiencies with the introduction of key initiatives such as use of data analytics tool (i.e. ACL) in analysing data trends on profitable shipping routes to achieve value-added outcomes to aid Management’s decision.

**Senior Associate, IT Risk and Assurance Jul 2006 to Nov 2009**

Ernst & Young Advisory Services (SG)

* Specialise in integrated (Business and IT) audits and advisory projects with financial institutions, statutory boards and multinational corporations. Lead teams in the review of business processes and general IT controls to support the statutory audits. Assess and evaluate the design and operational effectiveness of key controls, and offer well-thought solutions to address risk exposures.
* Assess technology and information security risks and review compliance with the MAS Technology Risk Management, Outsourcing and Notice 644 regulatory requirements.
* Actively involved in the pursuit of sales opportunities. Efforts and contributions were subsequently rewarded with major wins for the practice (e.g. GST Credits/ Workforce Bonus for Central Provident Fund).
* Coach and guide to junior staff, perform reviews of their work and provide timely feedback on their performance.

**ACADEMIC QUALIFICATIONS**

**Nanyang Technological University, Singapore Jul 2003 to Jun 2006**

* Bachelor of Accountancy (Honours, 2nd class), minor in Environmental Management

**National Junior College, Singapore Jan 2001 to Dec 2002**

* Singapore-Cambridge General Certificate of Education (Advanced Level)
* 4 Distinctions in Economics, Mathematics C, Chemistry and Biology

**PROFESSIONAL QUALIFICATIONS**

* Certified Public Accountant (CPA), Singapore
* Certified Information Systems Auditor (CISA); certification had lapsed due to non-renewal of membership
* Member of the Institute of Internal Auditors, Singapore (currently pursuing CIA paper 3)

**SKILLS / TRAITS**

* Microsoft Office tools including Excel, Word, Powerpoint. Familiar with ERP systems like SAP, JDE and Oracle Financials
* Languages: Proficient in both English and Mandarin, both written and spoken