**Curriculum Vitae**

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| **Name** | |  | | Ben Teo Teck Sing |
| **NRIC No.** | | S6940080I |
| **Nationality** | | Singaporean |
| **Gender** | | Male |
| **Date of Birth** | | 17th November 1969 |
| **Martial Status** | | Divorcee |
| **Health** | | Excellent |
| **Languages** | | Proficient in English, Mandarin and Hokkien |
| **Address** | | 417 Bukit Batok West Ave 4  #08-284 S650417 |
| **Handphone** | | 9760-2613 |
| **Driving License** | | Class 3 |
| **E-mail** | | benteots@gmail.com |
| **Career Objective** | |  | |  | | |



To seek for a challenging and fulfilling career in a dynamic environment with a long-term horizon

**Professional Summary**

## Graduated from the Association of Chartered Certified Accountants

## 20 years of post-graduation experience in finance, accounting, audit and corporate office operations

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| **Professional Profile** |  |  |

Success oriented with high energy, dedicated and with a positive attitude. Able to work under strict deadline schedules with attention to detail. Communicate effectively with all level of management in a highly professional and diplomatic manner. A problem solver equipped with ability to work independently. A team player, I am operationally hands on, result oriented and able to work under pressure.

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| **Work Experience** |  |  |

Head of Finance

Various SME companies across different industries

namely in Trading, Retail, Food & Beverage, Civil & Engineering, Manufacturing, as well as Warehousing & Logistics

Aug 16 to

Jan 2017 Lorenzo International Limited – Retail

* Full spectrum of financial and management accounting; corporate governance; statutory and regulatory compliance matters within the Group.
* Reason for leaving: Private arrangement with major shareholder.

2015 to

June 2016 GKE Corporation Limited – Logistics

* As an integral member of the senior management team I was their business partner and provide financial support to the regional team.
* Responsible for the preparation, consolidation, analysis and reporting of all financial statements for the group and its overseas subsidiaries in the China. Namely in Tianjin, Dubai and Hunan.
* Responsible for managing and forecasting cash, funding requirements, treasury and working capital of the Group
* Resolution of operational issues between finance and other functional departments including business process improvements
* Liaise with external auditors (regional audit), corporate secretary, lawyers, tax agents and bankers
* Manage tax, treasury, internal audit and all third party professional relationships
* Assist in financial assessment with involvement in due diligence process and strategic decision-making.

**Achievements**

* Involvement in M&A activities and was in the lead role of the functional integration team.
* Drove improvements in reporting and analysis to enhance visibility of the end to end profitability of the businesses.
* Reason for leaving: Headhunted for better opportunities.

2011 to 2014 Koon Holdings Limited – Civil Engineering

* Oversee all financial and management accounting; corporate governance; treasury; listing, statutory and regulatory compliance matters within the Group.
* Business partner to key management and take full responsibility for the finance and accounting activities for the company at the Group and operational levels.
* Responsibility for risk management & controls, managing relationships with banks, as well as investor relations.
* Responsible for budgeting and forecasting, financial analysis, strategic planning and take the lead on change management activities for the finance team, and have a large involvement in ad hoc projects as required.

**Achievements**

* Involvement in M&A activities and was in the lead role of the functional integration team.
* Drove improvements in reporting and analysis to enhance visibility of the end to end profitability of the businesses.
* Monitor and control risks, including managing red projects and minimizing negative financial impacts.
* Improved business performances through a series of cost-cutting initiatives and instituting the credit control function.
* Developed a standardized reporting package to facilitate better accountability for management.
* Reason for leaving: Changes in key management and structure.

2008 to 2010 Food Junction Holdings Ltd – Food & Beverage

* Develop the annual budget plan and oversee the implementation of agreed financial plans, interpret operating results, analyze key performance metrics and provide business decision support to all functions
* Responsible for the preparation, consolidation, analysis and reporting of all financial statements for the group and its overseas subsidiaries. Namely in Malaysia – Johor Bahru & Kuala Lumpur, Indonesia - Jakarta and China – Beijing & Shanghai. Overall responsibility for all aspects of the regional finance team
* Responsible for managing and forecasting cash, funding requirements, treasury and working capital of the Group
* Resolution of operational issues between finance and other functional departments including business process improvements
* Manage tax, treasury, internal audit and all third party professional relationships
* Assist in financial assessment with involvement in due diligence process and strategic decision-making.
* Maintenance of good corporate governance processes

**Achievements**

* Reviewed and established management control system.
* Involved in M&A activities and was part of the functional integration team.
* Led the cash management initiative & enhanced reporting framework for the group.
* Continuous check & balance in monitoring risks.
* Reason for leaving: Major management reshufflement due to acquisition by a major shareholder.

2005 to 2007 EDMI Limited (Manufacturer of energy meters)

* Responsible for the preparation, consolidation, analysis and reporting of all financial statements for the group and its overseas subsidiaries in the Asia Pacific region. Namely in Shanghai, Brisbane, KL & Vietnam
* Partner with senior management to provide meaningful financial information for strategic and operational decision making
* Ensure the success of the day to day financial operations of the organization including accounts receivables, accounts payable, billing, general ledger, financial reporting, budgeting and forecasting
* Developing financial policies, methods, procedures, strong internal controls and ensuring compliance with international accounting standards and local reporting requirements
* Ensuring compliance as well as supervising the formulation of annual budgets and operating forecasts for overseas subsidiaries as well as support the growth and regionalization of the business
* Responsible for managing and forecasting cash, funding requirements, treasury and working capital of the Group as well as serving as interface for tax related matters
* Monitor and evaluate key performance indicators (KPI) for management reporting, review and analysis of the company performance
* Resolution of operational issues between finance and other functional departments
* Manages human resource and admin team and maintenance of good corporate governance processes
* Liaise with external auditors (responsible for regional audit process) and bankers

2003 to 2005 Sports Link Holdings Pte Ltd - Trading

Consumer & Sports (Marketing) Pte Ltd &

Sembawang Book Store Pte Ltd

* Formulate, review and implement financial policies and programmes
* Prepare and analyze financial and management reports, including variance analysis, forecasts & cost control
* Plan, forecast and monitor cash-flows (credit control) and expenditure (cost control)
* Review and analysis of performance cum inter-company reconciliation
* Review and observation of inventory & purchasing controls
* Design and continually review computerized financial and accounting systems and procedures
* Timely provision of management reports for business decisions to be made vs budgeted reports
* Preparation of financial reports and statements of three companies in compliance with company and statutory regulations
* Liaise with external auditors, tax agents and bankers
* Supervise & lead an accounting team of six

**Achievements**

* Led in the overall improvement of the group cash flow management.

1999 to 2002Lapp Holdings Asia Pte Ltd - Trading

Lapp Logistics Pte Ltd

* Preparation of financial reports and statements including Group consolidation
* Preparation and review of regular management reports to Germany (provide to Corporate for head-office compilation & tax filings cum planning)
* Supervise and appraise staffs
* Involvement in annual budgeting and ad hoc project cost analysis
* Review and analysis of strategy planning from Asia’s subsidiaries
* Management of bank balances cum debts collection and financing within the group involving cash-flow analysis
* Review and analysis of performance cum inter-company reconciliation and preparation of quarterly GST returns
* Maintain inter-company loans and withholding tax issues
* Review financial and operational controls and procedures & inventory related transactions
* Responsible for maintaining accounting systems-SAP (FI Module)
* Tax compliance and other financial matters (China Rep Office & Indonesia Subsidiary) assigned – occasional travelling was required
* Administering Human Resource functions, payroll and overall office matters
* Liaise with both internal & external auditors, bankers, tax consultants, solicitor and company secretarial matters
* Coordinated in the implementation of SAP and the setting up of accounting structure

**Achievements**

* Spearheaded the implementation of SAP and was in the lead role of the functional integration team.

1993 to 1999 **Audit Supervisor**

MH Cheong & Associates, Certified Public Accountants

* Performed audit on the accounts of private limited companies in accordance with approved auditing standards and guidelines and to ensure that the accounts are in compliance with the provisions of the Singapore Companies Act and Statement of Accounting Standards as adopted by the Institute of Certified Public Accountants of Singapore.
* Supervised and reviewed audit works done by junior staff; guided and provided on the job training to new audit trainees.
* Reviewed and appraised the effectiveness of client’s internal controls system and make recommendations on improvement measures.
* Performed independently entire financial audit in fields of manufacturing, trading, investment holding, construction, engineering, distribution and services;
* Prepare financial reports including statement of cash-flows and consolidation of accounts;
* Perform corporate tax computation and deferred taxation; perform variation analysis; and ad hoc assignment by rendering accountancy services.

**Educational & Professional Background**

2015 Advance Certificate in Training Assessment (ACTA)

2004 Non-Practicing Member of the Institute of Certified Public Accountants of Singapore with effect from 21 July 2004

2003 Admitted as a Fellow Member (FCCA) on 31 December 2003

1998 The Association of Chartered Certified Accountants

ACCA Graduate

1990 Diploma in Accountancy - Ngee Ann Polytechnic

Reference is available upon request

**Availability**

Immediate (Salary is negotiable).