**YOW TZE PING, MAGDALENE**

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| Email | : | Magyow@hotmail.com |
| Date of birth | : | 19 April 1981 |
| Availability | : Within 3 months | |

**Academic Qualifications:**

* Qualified Chartered Accountant (Singapore) with the Institute of Singapore Chartered Accountants of Singapore (formerly known as Institute of Certified Public Accountants of Singapore)
* Nanyang Technological University, Degree in Bachelor of Accountancy July 2000 – July 2003
* Anderson Junior College, GCE ‘A’ Levels Jan 1998 – Nov 1999
* Convent of the Holy Infant Jesus (C.H.I.J. - Toa Payoh), GCE ‘O’ Levels Jan 1994 – Nov 1997

**Working Experience:**

**Company** **:** Aberdeen Asset Management Asia Limited

**Overview** : Global investment management group headquartered and listed in the UK with   
 global FUM of over GBP 300 billion.

**Position** **:** Finance Manager, Financial Reporting

**Reporting to :** Head of Financial Reporting

**Duration** **:** June 2015 – Current

**Responsibilities:**

Assisting the Head of Finance in planning and managing the monthly / interim financial reporting processes which includes:

* Co-ordinate and oversee the monthly reporting of all Asia Pacific entities to ensure accuracy and timeliness of reporting to Aberdeen parent company.
* Ensuring compliance with internal and regulatory policies, procedures and internal controls.
* Provide technical expertise and advise on adhoc basis for more complex accounting issues within Asia Pacific.
* Assist in the supervision of 3 finance staff (Local team of 10 staff with 3 direct reports).

Leading a team of 3 individuals, my key responsibilities are:

* Meet all regulatory and Group’s reporting requirements and ensure timeliness and accuracy of monthly/interim accounts close Singapore, China and South Korea entities, which includes:
  + Financial reporting to Monetary Authority of Singapore (“MAS”) for Singapore Capital Markets Services Licence on quarterly and annual basis as required;
  + Working with Legal team to ensure timely filing of all statutory reports with the local regulatory authorities (e.g. ACRA and equivalent in other countries);
  + Liaising with overseas service providers for accounting/tax services on monthly accounts;
  + Ensure detailed and accurate schedules are maintained for audit & tax purposes;
  + Liaising with local and overseas auditors/tax agents on any adhoc queries;
  + Preparation / review of local and overseas statutory financial statements;
  + Review corporate tax return workings with tax manager in preparation for interim / statutory reporting; and
  + All other adhoc financial reporting (e.g. Singapore Statistics)
* Work closely with Legal team and other relevant business units to review and contribute to the drafting of sound commercial agreements (e.g. Investment Management Agreements, Distribution Agreements, intercompany agreements etc.)
* Perform monthly analysis on the business performance and suggest implications.

**Achievements:**

* Completed the GST self-assisted compliance review within 2 months of join date.
* Completed the setup of 2 overseas subsidiaries in Shanghai, China and South Korea within 3 months of incorporation.
* Reviewed and streamlined the quarterly MAS regulatory reporting process by automating extraction of data.
* Participated in the Group’s initiative of an intra group service agreement and Asia transfer pricing policy agreements over spanning over 4 months.

**Reason for leaving:** Limited chances for growth and challenges.

**Company** **:** ARA Asset Management Limited, Singapore

**Overview :** Real estate fund manager in Asia managing total assets in excess of over S$26  
 billion including REITs, Private Real Estate Funds and Real Estate Management   
 Services; Listed on the Singapore Exchange Securities Trading Limited (“SGX”)   
 Mainboard since 2007.

illion tax return workings ; monthyl es.**Position** **:** Finance Manager, Corporate Finance

**Reporting to :** Group Chief Financial Controller and Assistant Finance Director

**Duration** **:** October 2010– May 2015

**Responsibilities:**

Leading a team of 7 individuals, my key responsibilities are:

* Manage and coordinate Corporate Finance Department operations, financial and budget management of the Group, which includes more than subsidiaries.
* Establish financial and internal control policies and procedures, and ensure regulatory compliance to SGX rules, company and tax laws and conformance to accounting standards which includes SFRS/HK GAAP/Malaysia FRS/IFRS.
* Responsible for group consolidation, analyzing and reporting monthly performance, annual budgets and forecasts of the Group.
* Treasury and cash flow forecast, working capital monitoring and management of the Group in excess of S$80 million with relevant exposure to corporate capital fund raising programs (e.g. convertible bonds, medium-term- notes, credit facilities).
* Manage the Group’s held-for-trading financial assets, in excess of S$40 million; Monitor the equity market and report back to Group CFO with make appropriate proposals on investment / divestment decisions.
* Preparation of results announcements for SGX reporting and any other routine announcements.
* Preparation of ARA Group Financial Statements, Code of Corporate Governance Report and all related circulars in preparation for the Company’s Annual Report.
* Meet all regulatory reporting requirements and ensure timeliness and accuracy of monthly/quarterly/annual closure for all local and overseas companies’, which includes:
  + Co-ordinating the annual and quarterly audit and tax activities process;
  + Liaising with both local and overseas auditors/tax agent on audit/tax queries;
  + Preparation and review of financial statements, segmental analysis and notes to the accounts in line with SFRS/HKFRS/IFRS;
  + Ensuring the timely filing of all statutory reports with the local regulatory authorities (e.g. ACRA);
  + Financial reporting to Monetary Authority of Singapore for Singapore REIT Managers; and
  + Financial reporting for the Hong Kong REIT Managers which are licensed under Securities and Futures Commission of Hong Kong.
* Monthly review of the following as prepared by the team:
  + Review of payment vouchers, cheques and invoices as part of day-to-day operations;
  + Review of monthly employees business and travel claims to ensure in compliance with employee handbook administered by Human Resource Department;
  + All subsidiaries’ management accounts, which include fair value measurements and foreign currency cashflow hedging entries;
  + Inter-company reconciliations to ensure no out-of-balance and propose offsetting intercompany adjustments (where appropriate and efficient);
  + Monthly sub-group level consolidation and overall Group consolidation results;
  + Quarterly GST reports and submissions; and
  + Any other unusual fluctuations requiring further enquiry and review.
* Maintain positive working relationships and negotiate overdraft and financing terms with bankers.
* Liaise directly with corporate secretaries, bankers, lawyers and other professionals for ad-hoc projects as assigned by the Group CFO.

**Achievements:**

* Successfully completed an S$100 million financing for the Group within 3 months.
* Responsible for liaising with vendors for the review of the various accounting and consolidation software for implementation across all business units within 6 months of join date .
* Hands-on, meticulous, diligent and ability to multi-task and prioritise in meeting 100% of the deadlines with a high level of accuracy.

**Reason for leaving:** Further career and development prospects.

**Company** **:** Xpress Holdings Limited, Singapore

**Overview** : Full range of print management services with a presence in Singapore, China,  
 Vietnam, Philippines, Hong Kong, Malaysia; Listed on the SGX Mainboard since 1999.

**Position** **:** Finance Manager

**Reporting to :** Financial Controller

**Duration** **:** January 2010–October 2010

**Responsibilities:**

Leading a team of 6 individuals, my key responsibilities were:

* Providing support to the Group Financial Controller and to the Senior Management in strategic business planning, management and controls.
* Preparation of formal paper write ups for submission to the Board of Directors for approval according to the Group’s corporate governance policies and investment risk management policies.
* Provide financial support and advice to all business units and work directly with the business and operation department heads to resolve all operational issues that arise on a day-to-day basis.
* Review, design, implement and streamline operational workflow and effective internal control systems for new retail operations and onsite print stations.
* Treasury and cashflow planning and management.
* Responsible for credit reviews and approvals for new and existing customers to manage and reduce the company’s credit risk exposure by 8%.
* Ensure credit controls and policies are adhered to according to the Group’s financial policies.
* Participate in credit review and arrear management meetings and advise sales directors on credit controls strategy and legal alternative in handling default.
* Ensure statutory, accounting standards and SGX compliance are adhered to at all times.
* Review of weekly financial reports for projects with unusual gross profit margins and investigate reasons behind the deviation.
* Responsible for all group taxation matters, including corporate tax, GST, withholding tax, and preparation of transfer pricing agreements to ensure compliance.
* Liaise directly with external and internal auditors, corporate secretaries, bankers, lawyers and other professionals for ad-hoc projects as assigned by senior management.
* Lead the finance department and be responsible for financial and management accounting, budgeting, variance analysis and statutory reporting on a timely and accurate basis.
* Regular co-ordination and perform consolidation of the Group accounts for reporting to Senior Management and Directors and for quarterly announcements to SGX.
* Assist the Group Financial Controller in quarterly announcements to SGX, preparing and submitting formal papers to the Board of Directors for their consideration and approvals.
* Perform monthly reviews of financial performance of Print Stations within the Group which are located In Singapore, Hong Kong, Malaysia, Vietnam and Philippines.
* Hands-on experience in completion full sets of accounts for investment holding entity which includes General Ledger, Accounts Payable, Accounts Receivables and GST submission.
* Coordinated the work schedules of the department to suit finance operations for both Group and the Singapore Subsidiary.

**Achievements:**

* Early confirmation after 3 months due to good work performance.
* Implemented new credit controls and policies and ensured 90% compliance to the Group’s financial guidelines.
* Co-designed and implemented new commission system with the Singapore subsidiary to automate the monthly computation of commission payouts, saving 7 man-days per month.
* Was familiar with the accounting software system within one week of being introduced to it
* Led an under-staffed department to meet 100% of financial reporting deadlines.

**Reason for leaving:** Further career and development prospects. Current environment has limitedindustry growth potential due to market saturation and intense competition from smaller and leaner companies.

**Company** **:** RSM Chio Lim LLP

**Overview** : One of the largest CPA firm aside from the Big 4 international auditing firms.

**Position** **:** Audit Manager

**Reporting to :** Audit Director

**Duration** **:** October 2003–June 2009

**Responsibilities:**

* Specialised in performing annual statutory audits for Small Medium Enterprises, Non-Profit-Organisation (“NPO”) and subsidiaries of overseas MNCs from USA, Switzerland, United Kingdom and Australia.
* Experienced in performing audits for companies listed on the Singapore Stock Exchange (Mainboard)
* Audit clients included industries from healthcare, shipping, manufacturing, fund management, construction, and wholesale and general distribution.
* Very experienced in completing consolidations for clients with complex set-ups.
* Ensure client is in compliance with the Singapore Financial Reporting Standards, International Financial Reporting Standards, Company’s Act, Income Tax Act and other relevant Singapore Statutes applicable to the organization.
* Supervising an audit team of at least six in the professional, technical and personal aspects and provide extensive guidance to the team via On-the-Job-Training.
* Regular review of accounts receivable and collection of outstanding balances from customers.
* In charge of forecasting monthly budget and actual billings for on-going and completed projects.
* Assist Partners and Managers in sourcing for technical accounting information to resolve identified and contentious issues.
* Assisting audit clients in drafting and reviewing their financial statements.
* Assist clients on completion of reporting packages especially for tight and urgent deadlines.
* Regularly responding to audit clients’ queries on updates in the Singapore Financial Reporting Standards and the Company’s Act.
* Multi – tasking under pressure with tight and multiple deadlines especially during peak seasons.
* Coordinating and prioritizing audit schedules with limited resources for client portfolio.
* Appointed as Reporting Accountants for clients with intent to be publicly listed.

**Achievements:**

* Coordinating and prioritizing audit schedules with limited resources for client portfolio.
* Promoted to Audit Manager within five years of joining the firm.
* Headed a team comprising of 6 members ranging from assistants to seniors.
* Able to work in a stressful environment with immense pressures and under extremely tight deadlines often successfully completing audits within deadlines.
* Exposed to a diversified range of industries, with portfolios including industries in healthcare, construction, shipping, manufacturing, trading and NPO’s.
* Able to manage assigned audit clients and maintain good professional relations with them.
* Successfully completed auditing and consolidating the firm’s second largest listed company within two months which included 25 local entities and 19 foreign entities.
* Entrusted with one of the firm’s largest group consolidation which includes almost forty entities, within ten months of employment.
* Twice involved in the public listing process on Catalist (previously SESDAQ) for one of our audit clients, who was successfully listed.
* Always maintaining a hands – on approach on all duties assigned, delegating within the team to ensure the end results are achieved.
* Regarded as professional, mature, meticulous, diligent with a good head for numbers.

**Reason for leaving:** To seek a more meaningful career which I can become more passionate about

**Familiar with the following Softwares:**

* Hyperion Financial Management
* CODA Live
* MRI (Accounting Software for real estate and property management)
* Navision
* Microsoft Dynamics AX
* AccPac
* MYOB
* Microsoft Office (Word, Excel, Power Point)
* SPSS version 10.0 (Statistical Software)
* Audit Command Language (ACL)
* Integrated Accounting for Windows

**For Testimonial References:**

Available upon request