Nur Syahidah Mohd Sam

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**652 Jalan Tenaga #05-44 Singapore 410652**

**OBJECTIVE**

Seeking a position leveraging on knowledge and competency from exposure in audit and financial services space, with opportunities to grow as an individual and team player.

**PROFESSIONAL EXPERIENCE**

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| **HSBC INSTITUTIONAL TRUST SERVICES (SINGAPORE) LIMITED** | | |
| ***Manager, Client Services (REITS)*** | February 2012 – June 2016 | |
| * Managed a portfolio of listed Funds (real estate investment trusts or REITS) in capacity as Trustee which includes review and processing of payments and transactions, maintenance of data, review of financial statements and reports submitted by Fund Managers. * Ensure fiduciary duties are executed in accordance with Funds with the MAS (Code of Collective Investment Schemes) and SGX regulations and REITS’ constitution documents. * Performed regular KYC and compliance reviews on REITs and Fund Managers. * Performed site visits to properties under custody and assessed adequacy of maintenance and reflection of condition in the property reports. * Advised Fund Managers on Trustee's insights on Fund's operations, asset portfolio and compliance matters. * Performed high level review on asset purchase and disposal by Fund Manager, for Trustee Head’s approval. * Executed wire transfers, stop payments and account transfers. * Trained subordinates and supporting staff on Trustee's role and review of documents and payments. | | |
| **KPMG LLP, SINGAPORE** | |  |
| ***Assistant Manager, Audit***  ***Senior Associate, Audit*** | | July 2010 – December 2011  July 2008 – June 2010 |
| ***Associate, Audit*** | | September 2006 – June 2008 |

* Managing financial services audit engagements, including initial engagement planning, analysis of controls and processes, preparation and review of audit documentations and reports.
* Monitoring of engagement progress against budget and timeline.
* Developing and maintaining long-term client relationship and identifying business development opportunities, such as opportunities for other business functions such as tax and advisory.
* Coaching and developing team members to achieve technical competencies and efficient performance.
* Articulated audit findings, risks and detailed recommendations to upper management.
* Client engagements afforded exposure to Japanese SOX and IPO exercises such as CapitaMalls Asia Limited (Market capitalisation: USD 5.96 billion).

**EDUCATION**

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| **B.Sc in ACCOUNTING & Finance, 2ND LOWER CLASS HONOURS** | 2006 |
| *The London School of Economics and Political Science External Programme, Singapore Institute of Management* | |

**SYSTEMS EXPERIENCE**

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| * Competent in Microsoft Office and Windows operating systems |

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| **OTHER INFORMATION**   |  |  | | --- | --- | | Expected Remuneration | : $72,000 - $85,000 per annum (negotiable) | |  |  | |