**Personal Particulars**

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| Name: | Oi Mei Ling |
| Gender: | Female |
| Date of Birth: | 25/01/1992 |
| Marital Status: | Single |

**Contact Information**

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| Contact No.: | 9660 5806 (Handphone)  6711 1293 (Home) |
| Email Address: | oimeiling@gmail.com |
| Mailing Address: | Blk 816, Woodlands St 82, #09-445, S730816 |
| Marital Status: | Single |

**Career Objective**

To pursue a challenging and rewarding career where professional and personal growth can be attained

**Professional Experience**

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| **RSM Chio Lim LLP** | **September 2014 to Current** |
| **Audit, Senior** | |
| * Conduct audit of listed companies and small-medium enterprises * Conduct audit of hedge funds and fund management companies * Regulatory compliance review of fund management companies * Provides guidance to junior auditors assigned to engagements * Obtains and reviews audit evidence, ensuring audit conclusions are well-documented * Provides sound recommendation of management actions based on insightful analysis and investigation * Works closely with international and local clients | |

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| **Ministry Of Trade and Industry** | **May 2013 to July 2013** |
| **Internal Audit, Intern** | |
| * Assisted in internal audits of divisions within the Ministry and Statutory Boards * Drafted an audit plan and performed vouching work on selected samples | |

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| **Mediacorp Pte Ltd** | **February 2011 to June 2011** |
| **Accounts Receivable, Accounts Assistant** | |
| * Provided accounting and administrative support to the accounts department * Maintained customer records and overdue debts * Performed data entry using the SAP system and handled general filing | |

**Education**

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| **Bachelor of Accountancy** | **2011 to 2014** |
| Nanyang Technological University | |

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| **GCE ‘A’ Levels** | **2009 to 2010** |
| Hwa Chong Institution (College Section) | |

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| **Integrated Program (Exemption from GCE ‘O’ Levels)** | **2005 to 2008** |
| Nanyang Girls’ High School | |

**Co-curricular Activities**

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| **Co-chairperson for Freshmen Orientation Camp** | **2011 to 2014** |
| Organised and took charge of 100 freshmen for a 6-day camp | |

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| **Softball team Captain** | **2012 to 2013** |
| Led a team of softball players for inter-hall games | |

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| **Executive Committee of Hwa Chong Taekwondo Club** | **2009 to 2010** |
| Led a team of 30 members together with the rest of the executive committee | |

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| **Nanyang Girls’ High School Netball Team** | **2005 to 2008** |
| Took part in West Zone C and B Division and other inter-school competitions | |

**Voluntary Work**

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| **Service Learning Project (Bishan Home for the Mentally Disabled)** | **2009 to 2010** |
| Organised activities for Hwa Chong students and members of the Bishan Home for Mentally Disabled | |

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| **Tutoring Work (Beyond Social Services)** | **2007 to 2008** |
| Took part in the tutoring program with Beyond Social Services to tutor younger students from the less privileged families | |

**Past Achievements**

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| **Hwa Chong Institution Co-Curricular Activities Award – Distinction** | **2010** |
| Awarded to CCA leaders who have made excellent contributions to the college | |

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| **National Youth Achievement Awards** | **2008** |
| Recognised as a student-led and student-driven individual that strives for excellence in all commitments and a good role model | |

**Skills**

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| **Written and spoken languages:** English, Mandarin |
| **IT Skills:** Proficient in Microsoft Excel, Microsoft Word, Microsoft PowerPoint |