**Kai San Chan, Nelson CPA**

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# Highlight

* In house experience in an alternative asset management firm focused on credit and special situations investing in Asia.
* 5 years external audit experience with a multinational asset management company and its in house managed funds;
* Specialist in asset management business both in-house operation and external audit requirement;
* Performance was recognized by management. Being rated as high performance for FY 2012 and FY 2014.

# Working Experiences

**SSG Capital Management Ltd 2015 Mar - Present**

**Assistant Finance Manager**

Responsibilities:

Accounting :

* Manage accounting for 3 flagship funds and daily operations.
* Manage >15+ SPVs which incorporated at Mauritius, BVI, Cayman , HK and PRC.
* Liaise with external service provider including fund administrators , external auditor , tax advisor and relationship managers.
* Perform LARCT (Legal , accounting, risk ,compliance and tax) assessment for potential deal
* Manage tax issue for investment in Indian and taxation in Mauritius , HK and PRC.
* Regular tax clearance for investment return.
* Regular cash reporting

Project:

* System implementation
* Exposure to WOFE (Wholly owned foreign enterprise) in China
* Bank / Custodian account opening for new SPVs and entities overseas.

**KPMG – Audit – Financial Services 2012 Oct- 2015 Feb**

**Assistant Manager**

Responsibilities:

* Act as the audit in-charge for a multinational client (Allianz Global Investors HK Limited “AGI”).
* Perform statutory audit and group reporting packages in a variety of GAAP’s such as HKFRS, IFRS, and other European local standards.
* Perform statutory audit for Funds managed by AGI and pension scheme of AGI Group. Investment held by the funds are mainly consist of equity, mutual funds, RMB deposits and fixed interest securities
* Work on other assurance engagements such as internal control review engagements ISAE 3402, agreed-upon-procedure engagements and other engagements relating to AGI Group.
* Supervise engagement field team, including the completion of performance reviews and providing on-site training
* Maintain regular communication with the line manager, partner and client on issues and the progress of the engagement

Self-achievement:

* Rated as High Performance in FY 2014.
* Exposure with Partners and senior management of external parties.
* Proficient in HKFRS and Hong Kong Standards on Auditing;
* Lead and coach team members to perform external audit assignment within tight deadline;
* Equipped with strong background knowledge of internal control environment; and
* Developed good problem-solving skills with multi-tasking ability.

Major external audit client portfolio:

|  |  |
| --- | --- |
| Asset Management Companies | Allianz Global Investors Hong Kong Limited  RCM Asia Pacific Limited  China Life Franklin Asset Management Co, Ltd  Investec Asset Management Co, Ltd |
| Funds | RCM Choice Fund  Haitong Funds  Asian Smaller Companies Fund  China Life Franklin Trust  Allianz Global Investors Dynamic Series Fund |
| Pension Scheme | AGI MPF Plan  AGI ORSO Scheme  Vitasoy ORSO Scheme |

**KPMG- KDC-Foshan PRC 2013 July- 2014 April**

**Team Lead**

Responsibilities:

* Involved in operating a newly setup KPMG audit service center in Foshan, China
* Setting Up procedure for various operations and preparation of relevant training material and department procedure manual
* Managing 20+ assistants for daily operations and provide training to assistants
* Involved in administrative work including staff recruitment, staff training, budgeting
* Negotiation with external parties for services needed.

Self-achievement:

* Directly work with Directors, Partners and Audit COO to plan, design, coordinate and oversee the operations.
* Being recommended by partners for on-going projects.
* Effectively manage and train subordinates and interns
* Expand personal networks in PRC.

**KPMG – Audit – Financial Services 2010 Dec -2012 Sep**

**Accountant**

Responsibilities:

* Prepare audit documentation and perform substantive audit procedures ;
* Identify and understand the flow of significant business processes;
* Identify, test and evaluate the controls for each significant business process;
* Delivered high quality and efficient external audit services to client.

Self-achievement:

* Rated as High Performance in FY 2012.
* Developed strong analytical skills and performed in-depth financial statement analysis with economic, market and company specific data;
* Proficient in HKFRS and Hong Kong Standards on Auditing;

* Developed good problem-solving skills with multi-tasking ability.

# Qualifications

Members of HKI CPA

University of New South Wales Sydney NSW, Australia.

• Graduated with master of professional accounting in June 2010

• Graduated with Bachelor of Aviation (Operation Management) in Dec 2008

Passed Licensing Examination for Securities and Futures Intermediaries Paper 1 “*Fundamentals of Securities and Futures Regulation*” on 28 August 2014

# Current Salary

Current: HKD 47K x 12 months + Bonus (appro 4 months for FY 2015);

Notice Period: 3 months

Expected Salary HKD > 52k