Wun Fung Cheung (Andy)

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| Personal Information | **Tel No. :** 63361330 (mobile)  **Email :** [blackbeecheung@yahoo.com.hk](mailto:blackbeecheung@yahoo.com.hk) **Gender:** Male |
| Education | * 2013: HKICPA – HK Taxation Law / Company Law (Aptitude Test) * 2012: CPA Australia * 2005-2008: Monash University (Bachelor of Commerce, *Accounting & Finance*) * 2004-2005: Monash University Foundation Year * 1997-2003: Assembly of God Hebron Secondary School |
| Work Experiences | ***Enbao Asset Management Limited (Family office under Jack Ma)***  **Assistant Accounting Manager Apr 2017 – Present**   * Ensure accounting books and records for assigned companies are well maintained and completed on a timely manner * Prepare overseas subsidiaries financial statements and cash reports * Review and comments on investment fund’s performance reports * Maintain the records of contributions and distributions for any investments * Assist the Chief Accountant to carry out the daily treasury functions * Budget analysis and cash flow forecast * Review the Placement Memorandum and handle the documentation for Subscription and Redemption * Liaise with auditors and tax representatives on audit and tax issues * Assist in preparing FATCA/CRS reporting * Internal process improvement * Perform other ad-hoc assignments as required   ***Bank of New York Mellon***  **Team Lead Account Analyst (Middle Office Client Service Delivery) Aug 2015 – Apr 2017**  ***T.Rowe Price Hong Kong Limited (Asset Management)***  **Senior Associate – Portfolio Accounting Oct 2013 – Jul 2015 (out-sourced to BNYM)**   * Responsible for completing daily cash, position, trade, FX and P/L reconciliations to Custodians in a timely and accurate manner for a specified list of accounts with equity and fixed income products * Identifies and capture any position breaks and issues. Brings them to resolution independently or escalate to senior members of the team when appropriate * Prepare the reconciliation of the transactions and review NAV reports from custodian * Assist in trade settlement and liaise with various parties such as custodians, prime brokers and fund administrators for any operational issues * Performs recordkeeping duties related to the assigned accounts, including ensuring that all transactions required to be reflected in a client account are recorded accurately and timely * Process subscription and redemption activity in a timely manner * Prepare month-end reports for tax reclaims and currencies repatriation * Contribute to the implementation of operational control policies and procedures in day to day business * Ensure the production works are in compliance with SLD and make sure the control is in place * Performs other operational duties outside the normal scope of accounting in order to aid with staff coverage, managing peak volumes * Maintain a good relationship and work collaboratively with other teams (Middle office; Trade Support; Fund Accounting team)   ***Hony Capital Limited (Private Equity)***  **Accountant Sep 2012 – Oct 2013**   * Assist in the management of the cash flow projection, monitoring of cash balances and arrange daily fund transfer between bank accounts * Prepares daily cash report, forecast preparation and bank reconciliation * Maintain investment accounting records in compliance with statutory and management requirements * Prepare investment trades settlement and transactions including GL entries and maintain ledger accounts of cash and investment assets * Prepare monthly management and financial reports * Responsible for handling full set of accounts for 32 companies under custodies * Assist in preparation of consolidated financial statement * Assist in annual budgeting and expenses variance analysis * Deal with auditors to complete issuance of annual audited accounts * Co-ordinate documentation for bank accounts opening and capital activities E.g. Capital calls/distributions * Handle ad hoc projects as assigned   ***Wells Fargo Bank N.A.***  **Accounting Specialist Jan 2009 – Jul 2011**  **Team Leader Aug 2011 – Sep 2012**   * Supervision over 3 team members (Account Assistance) for APAC Shared Services * Responsible for the cash management and account payable team in finance. Countries supported for are Hong Kong, Singapore, India, Philippines, Korea, Taiwan, China, and Vietnam * Handle full sets of accounts and day to day financial accounting * Responsible for management reporting and analysis monthly expenses/PnL reports * Review GL / Balance Sheet account reconciliation and Aging reporting * Cross border cash funding arrangement with traders and monitoring cash activity * Review and authorize payments on SWIFT transfer MT103/202 * Perform month end accounting and inter-company charges settlement and billing * Perform monthly cost allocation charge out * Reports verification (TB, I&E, SOC) to ensure the data integrity * Engage in project management as working committee on business requirements, user acceptance test and post implementation support. Successful projects deliverables: Concur, Procure 2 Pay and Oracle GL integration |
| Knowledge & Skills | **Interpersonal Skills** – Ability to work effectively in a high-pressure environment with strict deadlines and ability to work as both team leader and player autonomously; Good understanding of various securities and markets around the globe; Good communication skills with both senior management and core working subordinates.  **Language Skills** – Cantonese (native), English(fluent), Mandarin (fluent)  **Problem Solving Skills** – Ability to identify problems with detailed analysis of issues and follow through to resolution; Thinking outside the box with holistic approach on resolving issues.  **Computer skills** - Highly proficient in MS Excel, MS Word, MS Powerpoint; Oracle and PeopleSoft; Concur; King Dee; S2B; Citi Direct; TLM; HiNet; Business Object |
| Training Attended | * Training in Trade/Settlement cycle in US * International Securities Market/Settlement Training in JPM * Code of Ethics * Local/Market Participants and Regulatory Awareness * HKMA Anti Money Laundering and Counter-Terrorist Financing (FI) Ordinance (AMLO) Guideline * Managing and Settlement Risk * Wholesale Bank Secrecy Act /Anti Money Laundering/Office of Foreign Assets Control * Situational Leadership |
| Interests  **Expected salary**  **References** | **Art:** Movie and Music  **Sports:** Cycling, Swimming, Basketball and Soccer  56,000  Provide on request |