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Tan Binh Distric, Ho Chi Minh City

OBJECTIVE

SHORT-TERM

With a background in Auditing and hands-on experience from internships, I aspire to develop my career in the field of accounting at a professional firm. I am eager to learn, enhance my expertise, and contribute value to the company.

LONG-TERM

- Attain IELTS 6.5 within one year
- To obtain ACCA certification and progress to a senior accountant position within the next 5 years.

EDUCATION

UNIVERSITY OF ECONOMICS HO CHI MINH CITY | 2021 - 2025 |

- Bachelor's Degree in Auditing
- GPA 3.17/4.0

SKILL

- MS Office
- Excel
- Problem solving
- Teamwork skill
- Analytical thinking

VU NGOC PHUONG NHI

ACCOUNTING ASSISTANT

EXPERIENCE

AASC AUDITING FIRM COMPANY LIMITED 12/2024 - 03/2025

Audit Intern

- Strengthened data accuracy through reconciliation and review of accounting records.
- Conducted audit procedures on cash, expenses, fixed assets, and confirming other receivables/ other payables.
- Assisted in assessing internal control systems and identifying areas of operational risk in client companies.
- Improved proficiency in Excel through advanced data processing, streamlining financial analysis and reporting tasks.

AEON VIETNAM COMPANY LIMITED 07/2024 - 10/2024

Fixed Asset Management Accounting Intern

- Checked and reconciled fixed asset payments; reviewed and ensured accuracy of accounting records.
- Organized, arranged, and stored documents in line with internal control requirements.
- Gained hands-on experience in fixed asset accounting and strengthened attention to detail in financial data management

TRUONG GIA TAX AGENT 03/2024 - 06/2024

Accounting Intern

- Input accounting entries and supporting documents into MISA ASP accounting software.
- Verified the accuracy of data by comparing between source documents and accounting records.
- Gained experience in accounts payable/receivable and daily accounting tasks.

CERTIFICATIONS

- English: TOEIC: 635
- Computer: IC3-Digital Literacy Certification