



ANH PHAN

ACCOUNTANT

CONTACT

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DISTRICT 8, HO CHI MINH CITY

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SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Effective Communication

LANGUAGES

- English
- Vietnamese

CERTIFICATE

TOEIC English Certificate

Basic and Advanced
Information Technology
Application Certificate



GOAL

I wish to become a member of Company. I am willing to commit to the company for a long time and learn more knowledge and experience from my colleagues to improve and develop myself.



WORK EXPERIENCE

ZIP SMART FURNITURE (2020-2021)
SALES STAFF

- Sales Consulting and Sales Care
- Manage Revenues and Expenditures, summarize and report daily cash fund

GLOBAL AUDITING AND FINANCIAL CONSULTING COMPANY LIMITED (GAFC) (12/2023 - 03/2024)

AUDIT INTERN

- Participate in auditing, perform assigned audit tasks such as: Money, debts, expenses, revenue,...
- Support the audit team.

RONG VIET AUDITING CONSULTING COMPANY LIMITED (VDAC) (12/2024 - 03/2025)

AUDIT INTERN

- Perform tasks assigned by the team leader at the office and client company.
- Perform analysis of assigned audit documents.
- Prepare financial reports and audit support documents.
- Support the team leader in preparing audit reports



EDUCATION

Major in Accounting and Auditing 2020 - 2024
Ho Chi Minh City Open University
GPA: 2.56 /4.00

Bachelor of Accounting and Auditing 2024
Ho Chi Minh City Open University
GPA: 2.56 /4.00