



LE THI CHAU TRAM

ACCOUNTING STAFF - GL

 Tan Binh District, Ho Chi Minh City

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 0971 687 048

CAREER OBJECTIVE

- Short-term: To work as an Accounting Executive and become ACCA member within the next 2 years.
- Long-term: To build a solid and diversified experience in Finance-related field and become a Finance Manager after 7-8 years working in professional environment.

SKILLS

Good financial analysis with business centric mindset

Proficient in Microsoft Office include Excel, Word, Outlook

Interpersonal Communication Skill

Adapt well and flexibly with working in team and individually

Task management and willing to learn

CERTIFICATE

English - TOEIC 910

Microsoft Office - IC3 GS4 Digital Literacy Certification

EDUCATION AND PROFESSIONAL LEARNING

UNIVERSITY OF ECONOMICS HO CHI MINH CITY

08/2019 - 12/2022

Bachelor's Degree in International Business

Overall GPA: 8.66/10

ACCA - ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

04/2021 - Present

- Completed 9/13 subjects of ACCA include level Applied Knowledge and Applied Skill from F1 to F9
- Pursuing remaining and highest level of ACCA - P level - Strategic Professional

WORKING EXPERIENCE

ERNST & YOUNG VIETNAM LIMITED

Audit Associate - Core Assurance Service

June 2023 - November 2024

Audit Intern - Core Assurance Service

October 2022 - February 2023

Take part in audit team for various of client portfolio include: Real Estate, Manufacturing, Trading, Service.

Perform appropriate audit procedures which supports to issue audit opinion for client's audited financial statements.

- Conduct interview with person in charge at client to obtain understanding of client's internal control towards main business processes: Revenue, Inventory and Cost of goods sold, Purchase to AP, Payroll and Cash and perform test their internal control.
- Work in team and individually to perform audit procedures at all account balances and transactions to obtain sufficient and relevant audit evidence .
- Communicate with clients to address any significant audit findings and make necessary adjustments on financial statements to comply with responding accounting principles (VAS, IFRS).
- Perform analytical procedure include calculating and interpreting financial ratios to explain and verify the accordingly variance of accounts on client's balance sheet and P/L.

Support audit managers and audit seniors to present, format and issue audited financial statements as well as proactive coaching audit interns in audit procedures.

HONOR AND AWARDS

Top 20 AKKOLOGY 2022 held by Accounting and Auditing Club - University of Economics Ho Chi Minh City

TOP 12 ACCENTURY 2021 held by Accounting and Auditing Club - University of Economics Ho Chi Minh City