



TRAN BINH PHUONG QUYEN

Accounting Staff - Account Receivable

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☎ 092 931 5203

📍 Ho Chi Minh City

Working experience

KDC Reporting Intern - KPMG Limited

01/2025 - 04/2025

- Translating financial reports, proposals, contracts, and other documents from English into Vietnamese and vice versa
- Taking responsibility for the consistency and linguistic quality of all documents which are distributed externally
- Supporting the audit team in printing and stamping financial reports and other documents
- Taking other tasks required by mentor/Manager

Gained:

- Working under high pressure in peak season
- Managing time and organizing complex and urgent tasks effectively
- Improving problem-solving and financial reporting reading comprehension skills

Individual Customers Service Intern - PVComBank

11/2024 - 01/2025

- Consulting customized financial strategies to help clients achieve their specific financial objectives
- Introducing a variety of banking products to potential clients
- Supporting clients in managing their e-banking accounts for an efficient online banking experience

Achievements:

- Consulting and introducing bank products to more than 40 customers in 4 weeks
- Successfully attracted more than 50 customers to open e-banking accounts, meeting KPI targets

Objectives

Short-term

- To apply accounting principles and theories in a practical setting, gaining experience in financial reporting, bookkeeping, and compliance
- To provide financial services to ensure efficient, timely and accurate
- To develop strong teamwork and communication skills by collaborating with colleagues

Long-term

- To progress to a senior accountant position within three to five years, demonstrating expertise in financial analysis and reporting
- To specialize in areas such as tax accounting, auditing, or taxation to support accounting team effectively

Education

Vietnam National University HCM, University of Economics and Law

2021 - 2025

- Bachelor of Finance and Banking
- GPA: 7.6/10.0 (Vietnamese Taxation: 8.5/10.0)

TOEIC certification

Speaking and Writing: 290/400

Listening and Reading: 675/990