



NGUYEN NGOC HA

Accounting Staff

- **Short-term goal:** to apply previously learned and practiced accounting knowledge into the work process.
- **Long term goal:** become a typical accountant, contributing to the company's development in the future.

PERSONAL INFORMATION

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- 📍 District 10, HCMC
- 🎂 26/08/2003

EDUCATION

- University of Economics Ho Chi Minh City (UEH)
2021 - 2025
- Major: Corporate accounting
- GPA: 3.37/4.0

SKILLS

- Master financial accounting knowledge such as accounting and bookkeeping
- Have knowledge of accounting profession
- Ability to be meticulous and work accurately with numbers
- Team working skills
- Office computer skills: Microsoft Word, Excel
- Know how to use SAP software

CERTIFICATE

- TOEIC foreign language certificate: 835 points
- IC3 Information Technology certificate

WORK EXPERIENCE

QSR Vietnam Trading Joint Stock Company

11/2024 - 03/2025

Accounting Intern

- Synthesize documents and receipts of payments, create additional documents for storage
- Support checking book balance, creating receipts and expenses
- Support for entering information and data into the SAP Software
- Performs accounting tasks as they arise
- Support other tasks as arranged by the direct manager

tED English Company Limited 03/2023 - 05/2025

Classroom Management

- Arrange weekly teaching schedules for teachers in charge
- Grade and comment on student assignments
- Support sending assignment progress using Google Classroom and Google Sheets

ACHIEVEMENT

UEH500 2022 Excellent Subject Topic Award "Analysis of the factors affecting the intention to choose and consume on the Vietnamese E-commerce platforms among the young in HCM city."