Xuejin Zhou

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Education

Sep. 2018- Jun. 2020	Southwestern University of Finance and Economics	Master of Taxation (Top 3%)
Sep. 2014- Jun. 2018	Southwestern University of Finance and Economics	Bachelor of Economics (Top 5%)

Experience

Manila, Apr. 2022- June. 2022　　　　**Fiberhome Technology Phils., Lnc.**　　　　**Tax and Treasury Specialist**

- Streamlined monthly cash plans, analyzed cash flow, and managed departmental funding to enhance liquidity.
- Cultivated robust banking relationships, oversaw accounts, and actively sought diverse financing options to fuel company growth.
- Ensured meticulous tax compliance, navigated complex regulatory frameworks, identified and managed tax risks, collaborated with authorities, and successfully secured high-tech enterprise tax incentives.

Beijing, Apr. 2020- Aug. 2021　　　　**TikTok Technology Co, Ltd.**　　　　**Overseas Tax Specialist**

- Managed tax compliance for 8 entities across southeast Asia and the Middle East. Prepared, reconciled, and submitted tax declaration documents to local tax authorities within tight deadlines and minimal oversight.
- Addressed tax implications and risks for new business projects and App expansion into additional countries. Generated over 15 tax analysis reports for the business team.
- Advised on and confirmed tax clauses in commercial contracts with offshore and local clients and suppliers, mitigating potential tax risks for both the parent company and local subsidiaries.
- Collaborated with internal cross-functional teams (GL, AP, Procurement, HR, etc.) to support timely and accurate tax advisory and compliance matters.

Chengdu, Aug. 2017- Feb. 2018　　　　**Country Garden Real Estate Co. Ltd.**　　　　**Accounting Intern**

- Effectively reviewed over 50 payment requests daily for business expenditures. Maintained daily cash flow reports and invoice tracking spreadsheets to ensure accurate reconciliation.
- Performed monthly cash account reconciliations. Diligently analyzed discrepancies in accounts receivables between the ERP business system and accounting system.

Skills

- Proficiency in Mandarin and English, German A2
- Skilled in MS Office (Especially in Excel formulas and Pivot Table) and Photoshop
- R Programming
- Proficiency in Finance Business Intelligence and Data Visualization Tools

Honors

- 2017 China National Scholarship (Top 1%)
- 2018 Outstanding Graduates at Southwestern University of Finance and Economics (Top 10%)
- 2019 Deloitte Scholarship for Master students in Taxation (Top 5%)