

Cao Minh Nguyen

ASA

Add value through data-driven advice

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☎ 0470 152 473

📍 Hobart, Tasmania

WORK EXPERIENCE

Accountant

College of Business and Economics, University of Tasmania

07/2022 - Present

The College's mission is to lead research and learning in business and economics to benefit local, regional and global communities.

Responsibilities:

- Provide financial analysis advice and regular reports to the Dean, Heads of School, and Business Managers.
- Collaborate with the College to design, develop and implement the annual budget process.
- Provide costings to support tender bids and new strategic initiatives.
- Assist in the management of the research portfolio.

Accountant

College of Science and Engineering, University of Tasmania

02/2020 - 07/2021

The College is at the forefront of the University's world-class research, constantly exploring solutions to current and future problems.

Responsibilities:

- Prepared and managed budgets and forecasts for research centres and large research teams (post-award).
- Performed financial accounting and reporting activities on research projects (external and internal).
- Actively participated in business improvement initiatives.

EDUCATION

Master of Business Administration (International)

University of Tasmania

02/2018 - 12/2019

GPA 6.89/7

Achievements:

- Tasmanian International Scholarship
- Vice-Chancellor's Leadership Award
- Dean's Honour Roll

Bachelor of Commerce (Accounting & Finance)

University of Melbourne

03/2015 - 12/2017

GPA 76/100

Achievements:

- Bachelor of Commerce Global Scholarship

SKILLS

Budgeting and Forecasting

Data analysis

Financial management

Teamwork

TechnologyOne Financials

Excel and Power BI

Effective communication

Time management

ACHIEVEMENTS

Australian Research Council (ARC) Research Hub for Pathways to Market

Reconciled seven-year worth of transactions to determine the accurate financial position of the hub.

Industry 4.0 Testlab: Integrity of Food

Successfully delivered the final report with the external auditor in a short timeframe.

PERSONAL PROJECTS

caominh-nguyen.github.io/website

- A GitHub repository where I store my projects and articles.

CERTIFICATES

CPA Australia program (completed)

Certificate of Excellence for achieving outstanding results.

Excel Skills for Business

Developed the ability to manage large datasets, and perform complex calculations to enter, manipulate and format data.

Excel Skills for Data Analysis and Visualisation

Brought data to life via advanced Excel functions, creative visualisations, data modeling and automation features.

LANGUAGES

English

Full Professional Proficiency

Vietnamese

Native or Bilingual Proficiency

INTERESTS

Advanced data analysis techniques (SQL, Python) and storytelling with data.

Mentoring international students in the field of accounting.