



# VI DOAN

## SENIOR AUDITOR

### PERSONAL PROFILE

A conscientious & professional person who has invaluable experience and passionate in Financial reporting & analysis as a Management Accountant with proven ability to work under pressure within time constraints. Friendly and approachable with an eager-to-learn mindset.

### EDUCATION

- University of Economics and Law- Bachelor in Auditing, 2017
- Certificate in Finance Accounting & Business -ICAEW, 2019
- SQL & Power BI-Essential learning- LinkedIn, 2020
- TOEIC 955/990-2017

### CONTACT INFO

- District 3 HCM City Vietnam
- vidoannguyentuong@gmail.com
- [www.linkedin.com/in/vidoannguyentuong](https://www.linkedin.com/in/vidoannguyentuong)
- 0932128680

### SKILLS

- Advance Microsoft Excel
- Proficient knowledge and experience in SQL, Data Studio & Power BI
- Strong critical & logical thinking
- Diligent & attentive to detail
- Versatile & result-oriented in a fast pace environment
- Fast learner & able to work under high pressure
- Successful working in a team environment and independently

### WORK EXPERIENCE

#### KPMG, Senior auditor

OCT 2018 - NOV 2020

- Couch & coordinate the team during the fieldwork at client
- Conduct audit procedures including test of control design & implementation and perform substantive test of details for companies in FMCG, Trading, Agents and Banking fields
- Analyze data for further financial analysis (especially items effect the the Bottom lines, Loan portfolio of Bank) accompany with applying knowledge of industry to identify risk areas , reasons for the abnormal fluctuations & provide information for Financial reports disclosure
- Conduct audit procedures including test of control design & implementation and perform substantive test of details for companies in FMCG, Trading, Agents and Banking fields
- Propose audit findings & solutions (average 3 findings/ client)

#### DIHK International Service, Accountant

SEP 2017 - SEP 2018

- Process bank transactions weekly & perform book-keeping
- Support Finance Manager in other financial reports-cash budgeting, asset management.
- Check & reconcile reports from outsourcing VAS accountant with internal system's reports
- Monitored ongoing projects of sales team for VAT issuance
- Reduce time of monthly account reconcile from 7 to 3 days
- Sucessfully support FM in Capital-injection from Parent's co.



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## SENIOR AUDITOR

### LANGUAGE

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- English: Advance
- Vietnames: Native

### REFERENCE

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**Ms. Hien Duong -Finance Manager**  
**From German Industry and**  
**Commerce Vietnam (DIHK)**

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**Ms. Uyen Pham -Audit Assistant**  
**Manager From KPMG Vietnam**

Email: upham@kpmg.com.vn

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### WORK EXPERIENCE

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#### **Prudential Vietnam, AML (short-term contract)**

APR 2017 - AUG 2017

- Scan, document & report Anti-money laundering check on suspicious cases or high value contract to higher level (100 cases/ day)
- Complete assessment report of suspicious and high-risk customers (4 reports/ month)

#### **PwC (PricewaterhouseCoopers), Audit intern**

DEC 2016 - MAR 2017

- Support Senior Auditor in analyzing data, data processing, format financial reports
- Performance auditing procedures for non-significant sections and support senior teammates in investing documents'