



# VO MAI LINH

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 Ba Dinh District, Hanoi

## GOALS

- In short term, working in Finance department in a business, thereby obtaining more knowledge and experience in Corporate Finance section
- Complete ACCA Qualification and become a finance senior or manager within the next 3-5 years.

## EDUCATION

2018 - now	<b>FOREIGN TRADE UNIVERSITY</b> <b>International Finance</b> GPA: 3.65/4.0 Outstanding subjects: <ul style="list-style-type: none"><li>- Financial Accounting: 8.9/10</li><li>- Corporate Finance: 9.2/10</li><li>- Financial Risk Management: 9.3/10</li></ul>
03/2021	<b>ACCA Financial Accounting F3 (pass)</b>
06/2021	<b>ACCA Financial Reporting F7</b> Pass rate: 76/100
09/2021	<b>ACCA Audit &amp; Assurance F8 (pass)</b>
12/2021	<b>ACCA Taxation F6 (pass)</b> Pass rate: 79/100

## EXPERIENCES

12/2021 now	<b>ERNST &amp; YOUNG VIETNAM LIMITED</b> <b>AUDIT INTERN - CORE ASSURANCE</b> <i>In this job, I join engagement team and perform audit procedures toward Vietnam corporations' financial statement.</i> <b>Skills and Knowledge I gain from this position:</b> <ul style="list-style-type: none"><li>- Strong soft skills such as: communication skill, time management.</li><li>- Understanding of audit procedures and also finance reporting and management in a company.</li></ul>
11/2020 06/2021	<b>VIET MY TAX CONSULTING COMPANY</b> <b>SALESWOMAN</b> <i>In this position, I contact and offer MSME companies in Vietnam tax consulting services. In 6 months, I have successfully contacted 10 companies.</i> <b>Skills &amp; Knowledge I have gained after this job:</b> <ul style="list-style-type: none"><li>- Sales and Communicating skills,</li><li>- Overview of Vietnam companies and services related to tax and accounting.</li></ul>
08/2020 11/2020	<b>TUAN 123 REAL ESTATE COMPANY</b> <b>RECRUITMENT ASSISTANT</b> <i>In this job, I joined a complete process of recruitment, for 2 months employing 5 sales employees.</i> <b>Skills and Knowledge I have gained after this job:</b> <ul style="list-style-type: none"><li>- Advantage of online Marketing to the Recruitment process.</li><li>- Personnel connection to enhance co-workers' bond.</li></ul>
07/2020	<b>VOLUNTEER CAMPAIGN - MUA HE XANH 2020</b> <b>VICE-LEADER</b> <i>As a vice-leader of a 15-day volunteer campaign, I am accountable for planning pre-campaign activities i.e. member recruitment, Fund crowding activities and taking care every activities in this campaign</i>

## PERSONALITY

- High independence
- Proactive learning
- Effective time management
- Stress tolerance

## SKILLS

<b>ENGLISH</b> TOEIC R&L 825 TOEIC S&W 280	<b>CHINESE</b> HSK4 254/300
<b>MICROSOFT PROGRAMS</b> Word, Excel, PowerPoint (proficient)	
<b>ADOBE PROGRAMS</b> Photoshop (PS)      Premiere (Pr)	

## HONORS & AWARDS

- Merit Study Scholarship  
1st and 2nd semesters of 2018-2019
- Offer to Exchange Program (6/2020)  
to Trier University (Germany) in 1 year
- Offer to Internship Program (9/2021)  
as Audit Intern in EY, KPMG, PwC
- Talented Auditor Cup Competition  
Top 20 candidates (10/2021)

## ACTIVITIES

- SLOW FOOD COMMUNITY IN HANOI | 04/2021 - now**  
**Member of Organizing Department**  
*We organize Weekend Carnival Project for public spaces in Hanoi, Slow Food Community for food production and consumption, which are sponsored by Healthbridge Canada.*
- NGHE AN FTU VOLUNTEERING CLUB | 10/2018- 10/2020**  
**Vice-head of Communication Department**  
*This position had given me a chance to basically improve my creativity and aesthetic. Besides, being a vice-head improves my leadership, teamwork, personnel management skills.*