

KHOI VU

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EXECUTIVE SUMMARY

Ambitious, very hardworking, and high achieving Financial Analyst with 4 years of experience in Finance. Academically sound, fantastic track records of professional success, and practical supporting background in Banking, Marketing, Sales, Customer Service, Project Management, and Consulting across various industries. Valuable entrepreneurship experience in Retail and Hospitality and desirable international working experience in Canada, the United States, Myanmar, and Vietnam.

PROFESSIONAL EXPERIENCE

[Blyth Academy](#), Toronto, ON

September 2019 – November 2021

Registrar Manager and Financial Analyst

- Execute and conduct continuous process improvement for invoices, changes, payments, and collections using Quickbooks, Elavon, and Moneris for **1,200+** domestic and international students, **\$20m+** annual revenue
- Prepare weekly revenue and KPIs reports and adhoc analysis, offering key insights for management actions and improvements; conduct month end closing activities: revenue deferral and reconciliation

[ATB Financial](#), Calgary, AB

November 2018 – July 2019

Universal Queue Banker

- Sales - consultative selling, built relationships, and connected clients with solutions for long term success
- Services - uncovered and solved general banking, person/business online services and MasterCard inquiries
- Efficiently mastered the targeted time by **20** percent, highest customer satisfaction in the team at **4.64**

[Ericsson](#), Vietnam & Myanmar

July 2014 – July 2018

Project Finance Manager

- 2017 Person of the Year award for outstanding performance and significant contribution to Project Office
- Governed key account Mobifone – a fast growing portfolio of **15+** complex service projects, **\$100m+** contracts – and Vietnammobile Managed Services, **\$100m+** contracts, 2nd largest in South East Asia & Oceania
- Managed projects' financials following PROPC-S from start to end, including setup (WBS and cost structure), monthly execution (billing, sales and cost recognition, etc.), analysis, governance, forecast, and closure
- Guided teams on Ericsson's PROPS-C process, financial and accounting principles, directives, execution
- Supported PMs in ad-hoc analysis and cost savings programs, **\$1m+** total savings under Services and Warranty
- Led the critical transition project to move support from GSC China to BO India, best practices in the region
- Built scalable financial processes, designed and published the well-received Financial Handbook for PMs

[Family Business](#), Vietnam

August 2015 – July 2018

Sales and Marketing Manager

- Revived the stores on the brink of closing, planned and supervised their complete renovations, led quarterly merchandise orders for both Nike and Anta, resulting in annual revenue of **\$300k+**
- Co-built a 2-star hotel in Tuan Chau Island, Ha Long Bay, a UNESCO World Heritage site, earning an annual rental revenue of **\$50k+** and highly promising real estate appreciation

[Beacon Funding Corporation](#), IL, US, *Project Management Associate*

June 2013 – September 2013

EDUCATION

[Seneca College](#), ON, CA

Sep 2021 – now

Computer Programming and Analysis

[CFA Program participant](#), CFA Institute. Completed Level 1.

February 2021

[University of Illinois at Urbana Champaign](#), IL, US

August 2011 – May 2013

Master of Business Administration (MBA), Merit Scholarship, \$15k

[State University of New York, College at Brockport](#), NY, US

August 2007 – May 2011

Bachelor of Science (BS), Marketing and Finance, Merit Scholarship, full tuition and half board, \$60k;

VOLUNTEER

[Church of the True Light](#), *Lead Guitarist*, VN

August 2016 – July 2018

[Guinea Pig Club Hanoi](#), *Admin*, Hanoi, VN

August 2016 – July 2018