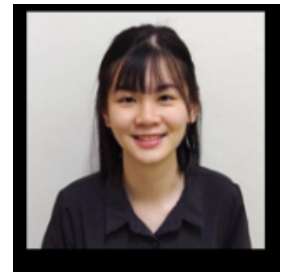


## **JOB APPLICATION FORM**



POSITION APPLIED FOR : Audit associate

### **PERSONAL INFORMATION**

Full Name :	TEY CHIAW ZHOU
NRIC / Passport No. :	980924045062
Nationality :	MALAYSIAN
Residential Address :	41, Jalan melaka raya 25, Taman melaka raya, 75000 Melaka, Malaysia
Contact :	+601155048291
Email :	chiawzhou0924@hotmail.com
Date of Birth :	1998-09-24
Gender :	Female
Race :	Chinese
Marital Status :	single

### **ACADEMIC QUALIFICATION**

Date		Schools / Institution Attended	Qualifications Obtained	Subjects / Grade
Form	To			
2016-06-27	2018-11-15	Multimedia University	Diploma	Diploma in accounting
2018-11-19	2022-05-25	Multimedia University	Bachelor's Degree	Bachelor of accounting

**MEMBERSHIP OF SOCIAL OR PROFESSIONAL BODIES**

Date		Qualifications / Awards Obtained	Awarding Institution
Form	To		

**EMPLOYMENT HISTORY**

Date		Company Name	Position Held	Nature of Duties	Reason for Leaving
Form	To				
2018-03-19	2018-06-10	YSL Taxation Sdn Bhd	Tax assistance	personal, pternership and company tax computation	Internship end
2021-04-01	2021-09-30	Sim & Teo Tax Services PLT	Tax assistance	personal, partnership and company tax computation	Internship end

**PARTICULAR OF IMMEDIATE FAMILY MEMBER**

Name	Relationship	Age	Occupation
Tey Soon Kuang	Father	53	Salesman

**CHARACTERS REFEREE**

Name	Address	Contact	Email	Profession	No of years known
-	-	-	-	-	-

**LANGUAGE PROFICIENCY**

Language	Spoken	Written	Read
Bahasa Malaysia	3	3	3
Mandrine	6	5	6
English	4	4	4

**REMUNERATION**

Current salary	
Expected salary	2,600.00

**OTHERS**

1. Tell us a little bit about yourself?

My name is Tey Chiaw Zhou, I'm 24 years old. I'm a fresh graduate with Bachelor of Accounting from Multimedia University. My previous work experience is nine months internship under tax department.

2. Why do you want this job?

I know this job during my internship. When I prepare the company tax computation, I have to refer back to audit working paper. At that time I realised that I'm interesting in audit. I also have ask my freind about their audit job feedback. They told me audit is interesting and can get more experience.

3. What are your greatest professional strengths which is NOT the standard answer found on any job portal, such as you are fast learner, hard worker, etc?

I will be detail oriented in performing my tasks to minimise my mistake and error.

4. What do you consider to be your weaknesses?

Detail oriented performance requires a long time. To speed up my productivity, I will set a deadline for all my tasks to motivate myself to complete them within a limited time. I will schedule my timetable based on priorities. For example, I create a list of what needed to be done and by what timescale so that I focus intently on each tasks without any discretion.

5. What is your greatest professional or academic achievement?

6. Tell us about a challenge or conflict you faced, and how you dealt with it?

During my internship, I have no real workplace experience related to the tax initially. I have no idea how to solve the incidents. To solve this problem, I referred back to the previous document to find the solution and also ask for help whenever I'm not sure.

7. Where do you see yourself in five years?

In the first 2-3 years, I see myself becoming be an expertise in my role as an audit associate. I plan to really immerse myself in the position and understand areas that can be improved on and really get to know the overall process of audit procedure. For the next two years, I see myself as being an audit senior, auditing listed company with my team members.

8. Why are you leaving your current job? (if applicable)

9. What are you looking for in a new position?

Because I'm a fresh graduate, I'm currently looking for an audit associate job.

10. How would your boss and co-workers describe you? (if applicable)

11. How do you deal with pressure or stressful situations?

I handle my pressure and stress by exercise such as jogging and swimmig. Exercise bring me an possitive mindset and increase my concentration level.

12. How do you get to know us?

I know your firm from jobstreet.