

## **JOB APPLICATION FORM**



POSITION APPLIED FOR : AUDIT ASSOCIATE

### **PERSONAL INFORMATION**

Full Name :	LIM CAY SHIN
NRIC / Passport No. :	A54721929
Nationality :	MALAYSIAN
Residential Address :	404 FAJAR ROAD, #06-263, S670404
Contact :	89510599
Email :	cayshinlim@outlook.com
Date of Birth :	1997-03-22
Gender :	Female
Race :	Chinese
Marital Status :	Single

### **ACADEMIC QUALIFICATION**

Date		Schools / Institution Attended	Qualifications Obtained	Subjects / Grade
Form	To			
2015-08-24	2018-07-20	SUNWAY UNIVERSITY, MALAYSIA	Bachelor's Degree	ACCOUNTING AND FINANCE

**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				
2021-02-01		NORTHWESTERN NRG PTE LTD	ACCOUNTS EXECUTIVE	Handling full sets of accounts, processing monthly payroll, CPF submission, processing suppliers' payments, staff claims.	End of contract
2020-11-02	2021-01-15	ABD HALIM & ASSOCIATES, MALAYSIA	AUDIT ASSOCIATE	Review & verify clients' financial statements, prepare audit working paper & audit report	Career Advancement
2018-01-01	2018-03-30	Lee & Lim Consultants Sdn Bhd, Malaysia	AUDIT INTERN	Assist senior to prepare audit working paper, complete vouching	End of internship

**PARTICULAR OF IMMEDIATE FAMILY MEMBER**

Name	Relationship	Age	Occupation
LIM KAM SIN	PARENTS & CHILD	57	BUSINESSMAN (PLANTATION)
TAN SE THO	PARENTS & CHILD	57	ACCOUNTANT
LIM SEE AU	SIBLINGS	30	BUSINESSMAN
LIM SEE SIANG	SIBLINGS	28	BANK SALES EXECUTIVE

**CHARACTERS REFEREE**

Name	Address	Contact	Email	Profession	No of years known
EVON LAI	3 MOUNT ELIZABETH #08-03/04/10, S228510	90257745	evon@specialistde ntalgroup.com	ACCOUNTANT	1
JOLENE LEE	3 MOUNT ELIZABETH #08-03/04/10, S228510	67337883	jolene@specialistd entalgroup.com	BUSINESS AFFAIRS MANAGER	1

**LANGUAGE PROFICIENCY**

Language	Spoken	Written	Read
ENGLISH	8	8	8
MANDARIN	10	9	9
MALAY	7	7	8

**REMUNERATION**

Current salary	2,900.00
Expected salary	2,700.00

**OTHERS**

1. Tell us a little bit about yourself?

I am a person who are willing to learn and listen from the superior and raise up the question if I have any query.

2. Why do you want this job?

I would like to gain exposure to the audit industry and strive to become an audit senior.

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 believe that I am a fast learners and I am willing to learn from the seniors and contribute to the job.

4. What do you consider to be your weaknesses?

Public speaking is considered to be my greatest weakness as I feel nervous when I have to speak in front of the public.

5. What is your greatest professional or academic achievement?

Bachelor Degree (Hons) in Accounting and Finance

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

I have been into disagreement with my client whereby my client does not agree with my opinion. Therefore, I seek for advice from my senior to further ensure that my opinion is accurate before I explained to my client.

7. Where do you see yourself in five years?

to become an audit senior in five years.

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

The current job is a contract-based job and the contract is ending soon.

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

I would like to learn the audit skill and sharpen my soft skill.

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

Friendly, fast-learner.

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

Good pressure such as having deadline help me to stay motivated and positive. I will try my best to balance the work and life to avoid over stress.

12. How do you get to know us?

I found the company on JobStreet.