

JOB APPLICATION FORM



POSITION APPLIED FOR : Audit Associate

PERSONAL INFORMATION

Full Name :	WANG HAN YI
NRIC / Passport No. :	S9336821E
Nationality :	SINGAPORE CITIZEN
Residential Address :	Blk 266 Toh Guan Road #07-29 Singapore 600266
Contact :	81662414
Email :	hanyi_93@hotmail.com
Date of Birth :	1993-10-09
Gender :	Male
Race :	Chinese
Marital Status :	Single

ACADEMIC QUALIFICATION

Date		Schools / Institution Attended	Qualifications Obtained	Subjects / Grade
Form	To			
2015-12-17	2017-11-26	University of Portsmouth	Bachelor's Degree	Accountancy & Financial Management
2014-11-24	2015-11-22	Kaplan Higher Education institute	Diploma	Accountancy
2011-11-18	2013-03-23	Ngee Ann Polytechnic	Diploma	Product Design
2006-01-03	2010-12-31	Hong Kah Secondary School	Primary/Secondary School/ 'O' Level	O Level

MEMBERSHIP OF SOCIAL OR PROFESSIONAL BODIES

Date		Qualifications / Awards Obtained	Awarding Institution
Form	To		
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EMPLOYMENT HISTORY

Date		Company Name	Position Held	Nature of Duties	Reason for Leaving
Form	To				
2021-01-20		NCS Pte. Ltd	Tech Refresh Engineer	Data migration and upgrading of operating system of Singapore Armed Forces computers.	Waiting to find an auditing relating role.
2020-08-11	2020-12-04	Straits Assurances PAC	Audit Assistant	<ul style="list-style-type: none"> • Assist senior in vouching of sales and purchase invoices. • Ensuring the financial statements are prepared according to Singapore's accounting standards. • Conducting external audit. 	Family issues.
2019-06-10	2019-09-30	Jee Ah Chian & Company	Audit Associate	<ul style="list-style-type: none"> • Compilation of non-audit accounts for clients. • Ensuring the financial statements are prepared according to Singapore's accounting standards. • Conducting external audit. 	Lack of competency in skill for the job.
2018-09-17	2019-01-11	Soon Seng Food Industry Pte. Ltd	Accounts Assistant	<ul style="list-style-type: none"> • Account receivables: Ensure customers made the payment promptly. Chase customers for payment if it is long overdue. • Counting of cash for daily sales. • Need to reconcile to ensure it is tally with the bank. • Account payables: Make payment for suppliers monthly via cheque. 	Lacking of opportunity to develop the career.

2018-02-02	2018-06-12	Peach Garden Restaurant Pte. Ltd	Assistant Accounts Executive	<ul style="list-style-type: none"> • Perform Bank Reconciliation • Accounts Receivables: Ensure cityledger payment is being made. Chase for payment if it is long overdue. Cityledger is refers as VIP customers. • Need to reconcile to ensure trade receivables is tally with the Z-report. Z-report is a summary of cashier report for a month. • Accounts Payables: Ensure payment for suppliers monthly via Giro, Bank transfer and cheque. • Full set of accounts, and prepare schedules for auditing purpose on monthly basics. (Accruals, Prepayment, Sales Deposit etc.) • Perform stock take (To check on closing inventory) 	Lack of competency and skill for the job.
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PARTICULAR OF IMMEDIATE FAMILY MEMBER

Name	Relationship	Age	Occupation
Wang Chwee Ee	Father	62	Stallhelper
Chung Mui Tin	Mother	60	Cleaner

CHARACTERS REFEREE

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

LANGUAGE PROFICIENCY

Language	Spoken	Written	Read
English	9	9	9
Mandarin Chinese	9	9	9

REMUNERATION

Current salary	2,000.00
Expected salary	2,700.00

OTHERS

1. Tell us a little bit about yourself?

I am an introvert and a determined individual that will want to succeed in life. Lack of confidence is one of main weakness.

2. Why do you want this job?

I want this job badly is my passion for auditing. Auditing is a field that you can expose to different industries and prepared the financial statement in accordance to Singapore FRS. You can learn a lot via this career path, as accounting standards changes every year. You can also learn to cope with the stress and demand of the role. It is a challenging career path, but this is what I choose. I won't repeat the same mistakes

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?

My professional strength is I am an observant person. I will look at the surrounding and capture the mood and atmosphere of the surrounding. I am also meticulous, as I am able to spot mistake fairly fast. I am also perfectionist, as I demand quality in the work that I delivered.

4. What do you consider to be your weaknesses?

My greatest weakness is lacking of confidence. Lacking of confidence derailed my career and hinder it. One of my greatest weakness is lacking of patience. I tend to demand fast answers from others. My greatest weakness is asking appropriate and in depth questions. My question tend to be on surface level and not really in depth.

5. What is your greatest professional or academic achievement?

I don't have greatest professional achievement. My greatest academic achievement is to score first in class in Secondary 4.

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

The challenge is faced in work in Jee Ah Chian. I was sent for audit for my second audit job. I was unable to ask Seniors directly, as phone was the only way to seek help and advise from them. In the end, I completed the work without understanding what am I doing.

7. Where do you see yourself in five years?

I see myself in five years time is to climb up the corporate ladder to become an audit senior.

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

It is not auditing related and I wanted to pursue a career in audit.

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

A career that is demanding and able to provide me with ample opportunity to expose and learn more.

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

My co-workers will describe me as a person that bring positivity into the team.

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

I will deal with pressure or stressful situations by finding a friend to speak out on the issues I faced.

12. How do you get to know us?

Via mycareersfuture.