

Cynara Chandra Tjen

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OBJECTIVE

I am an international student and currently studying as a third year student in the University of Melbourne, Bachelor of Commerce, majoring in Accounting and Finance. I am from Indonesia and can speak Indonesian, English and Chinese (passive). I am seeking a position in financial sector which will enable me to work in a professional environment to make the most of my university skills, particularly in analysis, interpersonal, leadership and communication.

EDUCATION

Date

2012 – current

Bachelor of Commerce (Accounting and Finance)

University of Melbourne

Subjects

Results

- | | |
|-------------------------------------|------------------------|
| • Business Finance | H1 (top 10 percentile) |
| • Intermediate Financial Accounting | H1 |
| • Supply Chain Management | H1 |
| • Managing Operations | H1 |
| • Introductory Econometrics | H2A |

2012

Graduated from Trinity Foundation Studies (Fast Track)

Achievements

- Average of 86 for four best subjects
- Received study grant from Trinity College

2011

Graduated from secondary school

Bina Bangsa School, Pantai Indah Kapuk

Achievements

- International General Certificate of Secondary Education (IGCSE) – straight A (Distinction Award)
- Certificate from the Chinese Proficiency Test (HSK)

2007-08

Dian Harapan School, Daan Mogot

VOLUNTARY AND EXTRA-CURRICULAR ACTIVITIES

<u>Date</u>	<u>Activities:</u>
2014	<p>Indonesian Careers Expo</p> <ul style="list-style-type: none">• Part of the event's committee as liaison officer acting as a friend for the company's representatives• Communicate with the assigned company's representatives, coordinate their punctuality and ensure that they have a pleasant experience in Melbourne
2014 & 2013	<p>Volunteer in Run for the Kids</p> <ul style="list-style-type: none">• Assisted in collecting timing chip
2013	<p>ASEAN Games Australia 2013</p> <ul style="list-style-type: none">• Positioned in administration, kept scores record• Approached participants and recorded their names• Assisted participants with regard to schedules and regulations
2013	<p>Student Appeal in University of Melbourne</p> <ul style="list-style-type: none">• Approached people and asked whether they wanted to raise fund for people in financial needs• Helped in event campaign
2013	<p>Ardeer Primary School</p> <ul style="list-style-type: none">• Visited primary school and spent time with the students during their after school program• Taught the students about moral values through several activities
2010	<p>Captain in high school basketball club</p> <ul style="list-style-type: none">• Ensured team members regularly attended training• Encouraged and motivated the members to work harder• Responsible to register the team for competitions, kept the score sheets and analysed them for team's improvement

TRANSFERRABLE SKILLS

- Have a keen interest in the commerce sector especially in finance which is reflected in my pursue of accounting and finance majors.
- Excellent skills in leadership and interpersonal, being able to engage with people and communicate well.

Being basketball captain and involved in several volunteering activities such as ASEAN games and Indonesian Career Expo have allowed me to develop my leadership and interpersonal skills as those activities require team work, responsibility, to be organised, open-minded and willing to accept opinions of others.

- Excellent analytical skills and able to work efficiently under pressure.
Reflected in high grades in subjects which require research, writing and analytical skills and demands for commitment to finish the assignments within strict deadlines

ADDITIONAL SKILLS

- Languages: English, Indonesian and Chinese

REFEREES

Name: Christian Santos
Relationship: former basketball coach
Contact details: 0488335653
christiansantos@live.com

Name: Zehara Khan Sahib
Relationship: former teacher
Contact details: +6591114079
kzehara@esplanade.com