Last Updated: 7 Jun 2017

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Expected Salary :  **MYR 8,000** | **Boo Keong Soo**  Finance Manager at FITTERS DIVERSIFIED BERHAD   |  |  | | --- | --- | | Experience | 10 years | | Previous | Accountant  Kumpulan Jetson Berhad | | Education | Tunku Abdul Rahman College (TARC)  Prof Degree (2006) | | Nationality |  | | PR |  | | Mobile No. | 0173050172 | | Email | sbk0123456@yahoo.com | | Age | 33 years old | | Location | KUALA LUMPUR | |

**Experience**

|  |  |
| --- | --- |
| Aug 2013 - Present  (4 years 1 month) | **Finance Manager**  FITTERS DIVERSIFIED BERHAD  Position level Higher Sec  Monthly Salary MYR 7,350  - Overall accounting, taxation, and management reporting for Property Division  - Preparation of financial planning, budgeting control and cash flow monitoring  - Liaise with internal auditor, external auditor company secretary and tax agent for audit/financial matters  - Review and submit monthly GST  - Lead and supervise accounting staff |
| Jul 2011 - Jul 2013  (2 years) | **Accountant**  Kumpulan Jetson Berhad  Position level Cerf/Dip  Monthly Salary MYR 5,700  - reporting, comprehensive analysis and reporting on management account for holding company as well as Group consolidation, Group performance against budget and tax planning  - Prepare quarterly interim financial statement for release to Bursa Malaysia  - Liaise with internal auditor, external auditor company secretary and tax agent for audit/financial matters  - Ad-hoc assignments required by management |
| Nov 2007 - Jun 2011  (3 years 7 months) | **Audit Senior**  Crowe Horwath  Position level Cerf/Dip  Monthly Salary MYR 4,500  - Conduct statutory audit on private and public companies, ensuring the auditing progress of clients’ financial statements are in compliance with the accounting standards and other requirement.  - Due diligence review on financial statements  - Lead audit team in performing the audit of public listed companies  - Review consolidation working papers prepared by clients  - Review report prepared by clients  - Industries involved before – property development, construction, manufacturing companies, trading companies, service providers, unit trust managers and etc. |
| Mar 2007 - Oct 2007  (7 months) | **Audit Junior**  TSIM & CO  Position level Asc Degree  Monthly Salary MYR 1,900  - Assist senior in conducting the statutory audit, attend stock take in order to ensure the existence of the  stock.  - Prepare tax computation and submit Form C and Form R and assist tax department in personal filing. |

**Education**

|  |  |
| --- | --- |
| 2006 | **Tunku Abdul Rahman College (TARC)**  Prof Degree  Major ACCA  Grade Asc Degree |
| 2006 | **Tunku Abdul Rahman College (TARC)**  Asc Degree  Major FINANCIAL ACCOUNTING  CGPA 3.11/4 |

**Skill**

|  |  |
| --- | --- |
| Intermediate | MS OFFICE |

**Languages**

**(Proficiency level: 0 – Poor, 10 - Excellent)**

|  |  |  |  |
| --- | --- | --- | --- |
| Language | Spoken | Written | Relevant Certificates |
| Secondary Sch | 9 | 9 | - |
| - | 7 | 5 | - |
| Other Language | - | | |

**JobStreet English Language Assessment (JELA)**

Date Taken 15 Jun 2011

Score 35/40

**Additional Info**

Expected Salary MYR 8,000

Preferred Work Location , ,

Other Information

CAREER OBJECTIVE:

Expanding my professional career by seeking more exposure, challenging and dynamic environment, while contributing to the company's objective.

SUMMARY OF EDUCATION:

MIA Member, ACCA Member

Kolej Tunku Abdul Rahman

2006 – Advanced Diploma in Finance (Financial Accounting)

Kolej Tunku Abdul Rahman

2004 - Diploma in Accounting

Personality:

\* Self motivated and willing to work extra hours to complete the task

\* able to work independently or in team

\* Strong analytical review skills

\* Ability to think and find solution when the job is facing problems

\* Ability to work under pressure

**About Me**

|  |  |
| --- | --- |
| Gender | Male |
| Address | 47, JALAN RIMBUNAN MATAHARI 1, LAMAN RIMBUNAN, KUALA LUMPUR, 52100, |