**WONG FUNG YUEN – VIOLET**

**CPA, Australia**

**Mobile: (852) 9282 9088**

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**PROFESSIONAL:**

**UBS**

***Product/Business Controller – Contract (August 2013- present)***

**APAC IB**

* Providing daily/weekly/monthly commentary on Equity Business with PnL attribution;
* Preparing APAC IB (Equity, FRC & CCS) weekly revenue report to APAC Management;
* Preparing CFO performance packs and sub region reports with analysis & validation of PnL, Balance sheet, Resources (RWA and LRD) and headcount for Equity and CCS Business;
* Analytical review and provide commentary on both direct and attributed costs for Equity and CCS Business;
* Monitoring offshore team in daily production reports;
* Assist in ad hoc request from internal and external stakeholders, CFOs, COOs and APAC Management team;
* Streamline current production process to improve efficient and effectiveness

**Global Asset Management**

* Assist in providing net new money and net new run rate information for pan asia region in global asset team;
* Assist in preparing monthly actual & estimate P&L review, detailed variance analysis and commentary;
* Prepare monthly balance sheet analysis, sign off and reconciliations;
* Prepare month end accruals processing and control;
* Assist in planning/forecasting process and support ad-hoc and systematic management information requirements through the manipulation of MIS system and analysis techniques to transform data into information;
* Interaction with stakeholders, business unit control team in APAC and Global.

**Mordril Investments Limited**

***Accounting Manager (May 2011- August 2012)***

* Prepare, check and review dailyPnL of the portfolio;
* Analysis daily PnL attribution;
* Analysis the Private Equity reporting, arrange capital calls payment & distribution and maintaining capital accounts;
* Leading an accounting team for timely and accurate preparation of financial accounts of the Investment Group, Charities/Foundations and family companies;
* Monitoring the treasury function ;
* Liaise with banks/brokers for trade confirmation, trade settlement, deposit renewals etc;
* Responsible finance, accounting, audit, tax, investment analysis, fiscal management and company secretarial matters of the investment companies, foundations and family companies;
* Responsible for designing of the reporting systems and implementation of an accounting system.

**Myo Capital Adviser Limited**

***Vice President, Accounting and Finance (Sept 2008-May 2011)***

* Review of Front to Back reconciliations to ensure trade completeness, accuracy and valuation in the portfolio’s P&L and reporting systems;
* Managing the trade entry and key aspects of the portfolio management system;
* Calculation and analysis/explanation of daily P&L including review of new trade activity and market moves;
* Reconcile trader’s estimate P&L with that produced by back office system, resolve any discrepancies and queries from front office;
* Liaise with the custodian bank, prime broker and/or Fund Administrator on any trade verification and timely resolution of settlements issues
* Check and review the monthly valuation prepared by Fund administrator;
* Reviewing the subordinate loan agreements on terms and condition for distressed debt and special situation;
* Assist in preparing and reviewing legal documents of setting up a private equity funds;
* Development, monitoring and implementation of all financial reporting aspects in relation to the Fund and Investment Adviser;
* Prepare monthly financial statements of company accounts, accounts reconciliation and general journal and work closely with the auditors and the Fund Administrator to prepare annual audited accounts for the Fund and Investment Adviser ;
* Maintain and update compliance records;

**Macquarie Bank Limited**

***Executive (in Australia) (Jan 2007 – June 2008)***

* Producing daily P&Ls of funds trading instruments (equities, futures, options, FX forwards, CFDs) traded in Asia Pacific region and reconcile PL with front office;
* Preparing daily NAV of fund products involving regards to understanding & sorting out causes of potential delays in product asset valuations; analyzing & resolving potential issues relating to product liabilities;
* Reviewing the monthly valuation prepared by Fund administrators;
* Reviewing and analyzing product performance;
* Working closely with Sales, Front Office, Fund Accounting Team, Trade Support Team, fund administrators and prime brokers with regards to NAV/P&L production and ensuring deadlines are met; and
* Analyzing and continually improving current operating procedures
* Fund Restructure & ad hoc special projects

**Simplex Assets Management (HK) Co. Ltd (1999-2006)**

***Senior Fund Accountant (Apr 2003- July 2006)***

* Preparation of daily P&Ls of investment portfolio trading in bonds, swaps, futures, options and FX forwards for US and Japan markets and risk management reports (VAR and Volatility);
* Review and comment the documents related to all calculation, subscription, redemption sections for the new fund (e.g. private placement memorandum, operating memorandum, custodian/trust agreement)
* Communicate and liaison with custodian bank, administrator, prime brokers and auditors for fund issues.
* Systems improvements;
* Ad hoc special projects;
* Plus the duties as below

***Fund Accountant (Oct 1999- Mar 2003)***

* Preparation of daily and month end reports including investment portfolio, financial reports, cash management, accounts reconciliation and general journals for hedge funds & fund of funds;
* Review and comment the monthly financial reports for Real Estate Investments Funds (REIT) and private equity funds invested in Japan market using Japan GAAP;
* Responsible for reconciling the funds Net Asset Value with funds calculation agent;
* Evaluation and analysis the funds portfolio and performance;
* Providing fund accounts information for investors and management;
* Using different models to evaluate non-price derivatives, commodities & other financial instruments which is approved by Risk Management Committee;
* Coordination & assisting for external auditors for quarterly and annual audit & preparation of paper work.

**EDUCATION**

* **The University of New South Wales, Australia**

*Master of Commerce major in Finance*

* **The University of Wollongong, Australia**

*Bachelor of Commerce major in Accounting*

**QUALIFICATION**

* CPA (Australia)

**PERSONAL**

* Fluent in English, Cantonese and Mandarin
* MS Office (include Word, Excel, PowerPoint, Access), Bloomberg, Reuters, Imagine, MYOB, Flex System, Tradar, Microsoft Dynamic, NAVinvest, Bass, Hyperion, SAP, Insight, Business Objects