

Chi Leong Lo

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A detail orientated on numerical analysis with solid mathematical background, maintaining data accurately and working methodically whilst striving for a high standard of quality in every task. A conscientious and competent collaborator who is well-versed in high-performing team projects, assisting general accounting functions and utilising financial knowledge. Excellent organisational skills developed in a variety of deadline situations with the ability to prioritise month-end close assignments and internal statistical reports for Finance Services. Looking forward to pursuing to be qualified with a professional accounting qualification ACCA.

WORK EXPERIENCE

{my}dentist - *Kearsley, Manchester*

Oct 2021 – March 2023

Assistant Finance Accountant

Produce MI reports, supply financial analysis and process improvement for key stakeholders and practice managers.

- Extracted patients' debt data into areas and regions across the UK and identified any lack of operational function improvement within particular practice sites. Implementation of credit controlling and billing procedures decreased the overall debt for business, resulting in 18% downwards trajectory in North West regions for Q3 and a £38K decrease in total.
- Performed detailed assessment of debt charges and distribution of aged debt originating from NHS and private scheme. Findings resulted a gradually decrease in overall bad debts level by 15% over last 6 months.

Financial credit balance analysis and prepare balance sheet reconciliations, raise and ensure invoices for Capex asset request.

- Diagnosed discrepancies of patient account and evaluated the validity of outstanding balances for refund process execution. Applied approximately £22K manual charges in Wales region in 2022 and increased level of compliance by integrating dental treatment claims report for ensuring accuracy.
- Allocated received payment and BACs transfer into corresponding G/L codes among patients' debt, dentist training fees and payroll. Monthly reconciliations coordinated by using Jet report and presented financial data to credit controllers.

Macau Surf Life Saving General Association - *Macau*

Jun 2018 – Sep 2018

Lifeguard

Guarantee safeness and maintain discipline by patrolling around the pool carefully within potential risky areas to consistently prevent accidents.

- Acquired emergency rescue abilities and life-saving skills regarding first aid and cardiopulmonary resuscitation through the Macau Red Cross Lifeguard Qualification.

EDUCATION

University of Manchester - *Manchester, United Kingdom*

Master Degree (MSc) – Mathematical Finance

Sep 2019 – Oct 2020

Honors: Merit 2:1

Relevant Coursework: Asset Pricing Theory; Martingale Theory for Finance; Computational Finance with Python; Derivative Securities. A dissertation in Random Time Continuous Walk (RTCW).

University of Sheffield - *Sheffield, United Kingdom*

Bachelor Degree (BSc) – Mathematics

Sep 2016 – Jun 2019

Honors: Upper Second-Class 2:1

Relevant Coursework: Complex Analysis; Stochastic Processes and Finance; Financial Mathematics; Time Series; Game Theory

Northgate Sixth Form - *Ipswich, United Kingdom*

A-Level

Sep 2014 – Jul 2016

Mathematics: A*, Further Maths: A, Physics: B

Award: “Kangaroo” in Maths Challenge

SKILLS

- Mastery of Microsoft Office (Word, Excel, Navision 365).
- Comfortable simulating data in Matlab and Python with solid Mathematical and statistical background.
- Outstanding time management, multitasking and prioritising assignments with a sense of urgency within multiple deadlines.
- Excellent collaboration skill with a focus on team-building and the desire to succeed.

Languages

- English
- Cantonese
- Mandarin



Professional Memberships

Macau Society, University of Sheffield - *Sheffield*

Sep 2018 – Jul 2019

Vice President

- Solicited freshers and organised events for members. Excellent committee group management, decision-making to hold new activities and budgeting for money resources. First established in university and resulted £1.7k total saving cost.

Taiwan Society, University of Sheffield - *Sheffield*

Sep 2017 – Jul 2018

Event officer

- Organised sponsorship from Taiwanese bubble tea shops, received 10% discount for membership in over 15 Asian restaurant.