



EDUCATION

Economics University of HCMC	2001 - 2005
BA, Accounting and Auditing Faculty	
Chief Financial Officer (CFO) Certificate	2008
PACE Institute of Directors	
Chief Accountant Certificate	2008
Ministry of Finance of Vietnam	

EXPERIENCE

Senior Security Supervisor, Home Credit Vietnam	2012 – Now
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As a Leader in Team:

- Study, develop and regularly improve inspection procedures / processes to prevent / detect frauds when new products are launched in order to limit possible financial risks.
- Have development orientation for the team and setting KPI goals for employees to follow the yearly prioritizes of the Company.
- Define, integrate, maintain and update regular and ad-hoc reporting & monitoring to ensure quick escalation of serious issue to the Management Board.
- Design and build staffs' development plan / roadmap and participate directly in training.
- Study and prepare investigation plan and supervise field staff's performance.
- Plan budget for all team activities and closely monitor to ensure follow the approved budget.
- Organize 01 - 02 experience sharing / data management workshops in team to improve working skills and develop mindset as well.
- Join in most of Company projects to review processes / procedures with adequate anti-fraud approach.
- As an ambassador of the RCSA (Risk Control & Self-Assessment) program at HCVN, I regularly hold meeting with Management Board to identify, highlight potential risks for the current activities of Department and then design action plans to ensure mitigating risks to acceptable level.

As a senior in data analyzing & reporting:

- Co-operate with Company IT to build, deploy and upgrade an Application

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OBJECTIVE

- To become a professional manager.
- To work in a more professional and challenging working environment that helps to advance in my career.
- To contribute accumulated knowledge, experience and develop in the long term with business.

KEY ASSET

- The core values: Entrepreneurship, Digital Savviness and Risk in Mind
- Good time management
- Logic thinking & problem solving.
- Intelligent and quick learner.
- Highly motivated, responsible and hard working.
- Positive mindset and sociable.

ACTIVITIVE & PRIZE

- Best Employee in 2016 & 2017
- Join in HCVN Film Fes. in 2014 and got the Second prize.
- Joined in HCV Dance in 2014.

HOBBY

- Reading book
- Watching film
- Traveling

(from 2014 until now) for staffs & managers in over the country can access, report, review and approve directly. This helps to reduce manual working time and increases accuracy.

- Use variety of data mining / data analysis method and data tool to build and implement models, predictive reports, evaluative reports to help the Management Board finding insights and react accordingly & timely.
- Successfully shape and apply several management tools to help improve work efficiency:
 - **Productivity / Performance Calculation Tool** to help management automatically calculate / rank the staffs' effectiveness.
 - **KPI Tool** to support field staffs estimating their performance by themselves by anytime and anywhere.
 - **Headcount / Budget Model** to easily estimate the number of required headcount as well as closely control the related expense.

Chief Accountant, Aviation Construction Company 2009 - 2011

- Manage 04 accountants to ensure that the accounting system works well.
- Work closely with auditors for statutory audit of financial statements.
- Deal with tax authority for tax finalization.
- Good relationship with Banks for fund mobilization, credit limit, loans.
- Manage finance such as: Cash flow forecasting, Cash balance, Bank accounts reconciliation, AP & AR reconciliation.
- Support Director in planning Budget, P&L report, expense report yearly.

TECHNIQUES & SOFT SKILLS

- Having skills in internal fraud prevention, detection and investigation, understanding principles and patterns of fraud behavior in the consumer finance sector or related industries.
- Experience and acumen in risk identification and process improvement.
- Advanced Excel and strong analytical skills with master using pivot table & chart.
- Able to use VBA and SQL to build data management tools & reports.
- Experience visualizing / presenting data using Power BI.
- Proficient use of Microsoft Word & Power Point.
- Professional communication and presentation skills in both Vietnamese and English.
- Strong communication and management skills.