

# Chu Win

A postgraduate student of MSc Finance and Accounting at Nottingham Trent University

📍 Nottingham, UK

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## Languages

Korean (Work Proficiency)

English (Fluent)

Burmese (Native)

## About

Enthusiastic individual passionate to improve understanding of Finance and Accounting. History of completion work to professional standards, meeting strict deadlines and have experience in banking industry. Currently seeking placement opportunity to enhance existing skills and pursuing goals towards future career achievements in respective field.

### BRANDS WORKED WITH

Genius Hands Co., Ltd

Japan Outsourcing Service Co., Ltd

Shinhan Bank (Myanmar Branch)

## Experience

### ● Account Associate

Japan Outsourcing Service Co., Ltd | Jul 2019 - Aug 2021

Created and maintained organisational balance sheet showing assets, liabilities and equity.

- Maintained general ledger with accurate, updates journal entries.
- Prepared weekly, monthly, quarterly and annual financial reports for analysis by senior accountants.
- Calculated financial values for tax, budgeting or payment needs.
- Independently reviewed by company's financial statements for inaccuracies and promptly reported errors to senior staff for review.
- Applied accounting knowledge to support payroll, AP/AR and business forecasting needs.
- Actioned and resolved assigned customer queries within target time-frames.
- Established warm and friendly rapport whilst interacting with customers by phone, email and on live chat.

### ● Junior Auditor

Genius Hands Co., Ltd | Oct 2018 - Mar 2019

Provided accurate, reliable administrative support, keeping and filing precise, detailed audit records.

- Reported to senior auditors, ascertaining daily duties and gathering relevant evidence precisely and efficiently.
- Updated general, sales and purchasing ledgers on schedules and verified information against documentation.

### ● Intern

Shinhan Bank (Myanmar Branch) | May 2018 - Mar 2019

Developed team communications and information for meetings.

- Collaborated with team members to achieve target results.
- Entered transactions into computer and issued customer receipts.