


DANG THI THUY


Audit Assistant Fresher




Contact Information


 March 26, 2001

 Female

 0326844271

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 Street No. 36, Linh Dong Ward, Thu Duc City, HCMC

 <https://www.facebook.com>

Skills

Language

Vietnamese, English

Computer

Word, Excel, Powerpoint

Other Skills

Teamwork skills

Time management skills

Communication skills

Withstand work pressure

Ability to adapt to the working environment

Able to work far away

Objective

Apply the knowledge of Accounting – Auditing learned from the school and the experiences and skills that have been cultivated in the previous working process to become an Audit assistant. From there, continue to learn, gain work experience to become the Audit senior of the company and continue to be an Auditor in the future.

Education

HCMC Open University

Oct 2019-May 2023

Major: Audit

GPA: 3.0/4

Work Experience

Audit Intern

Dec 2022-Present

AGS AUDITING CO., LTD

- Stock count cash, fixed assets, inventories.
- Perform audits assigned by the leader such as: cash and cash equivalents, fixed assets, prepaid expenses, selling expenses, administration expenses, revenues - financial expenses, deposits and other receivables.
- Prepare for release audit reports

Accountant Intern

May 2022-Dec 2022

TAM BAO AN CO., LTD

- Organize files and books. Prepare quotation, handover minutes - acceptance. Drafting contracts, preparing tender documents, bidding. Checking accounting operations, comparing books...

Part-time Consultant

Oct 2020-Jan 2021

NHAT TAM MUSIC ONE MEMBER COMPANY LIMITED

- Advise customers on piano courses, tuition fees.
- Advertise products on media publications such as: banner, posters, leaflets...
- Make reports of sales every day.

Activities

Volunteers

Aug 2019-Feb 2020

Faculty of Accounting - Auditing, HCMC Open University

- Participate in volunteer programs organized by the Faculty: Volunteer Mid-Autumn Festival, Volunteer Spring, distribute meals to homeless people in Ho Chi Minh City