CURRICULUM VITAE

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**PERSONAL PROFILE**

I am a hard working college student pursuing a degree in accounting. Well equipped with the background of accounting through hands on experience with technical skills in the accounting with a strong understanding of practical aspects and how to apply them in the business environment. I believe that successful and efficiency of problem solving of accounting tasks is a result of precision and accuracy. This is the reason I am a motivated and enthusiastic person committed to pursue a career in the accounting and finance industry.

**PERSONAL DETAILS**

Date of Birth: 05/06/1990

Place of Birth: Lanzhou

Nationality: Chinese

Gender: female

Marital Status: single

**CAREER OBJECTIVES**

I am a current accounting student aiming for an opportunity in the fields of finance and accounting where I am able to apply and utilise my skills and make a contribution by putting my learning and class work into practice. I am zealous to learn widely and pursue a career in this dynamic sector.

**STRENGTHS**

* Very enthusiastic
* Hard-working and eager to expand the scope of accounting industry

I am reliable and trustworthy in my duties with strong values and ethics.

* Ability to work under tight schedules and under pressure.

The field off accounting has taught me various skills such as multitasking and time management giving me the ability to work under intense pressure. This course has driven me to strive to meet deadlines while ensuring quality and maintaining accuracy of the job requirements.

* Excellent skills in communication- Fluent in English and Chinese

**SKILLS AND ABILITIES**

* Proficiency in computer packages such as Ms Excel, Ms PowerPoint, Ms Access, and the Internet.
* Strong in the concepts of accounting
* Excellent skills in mathematics
* Ability to analyse variances and trends
* In depth understanding of automated accounting systems such as MYOB and ERP

**EXPERIENCE**

Tutoring children after school

This included giving free business and mathematics lessons to high school students after school. This is due to my in depth knowledge in business and mathematics and the passion to share with community to uplift them.

**EDUCATTION**

High School: Jinchang First Middle School

2017-Date: Lasalle College

Accounting-major in Accountancy

*Related Course work:*

Business ethics, principles of accounting, auditing and attestation, financial accounting, information processing, statistics, income tax, economics, and other advanced accounting topics.

**COMMUNICATION**

I am able to apply my emotional intelligence to communicate effectively in a professional manner as expected of all business professionals. My strong verbal and written communication skills were obtained through study work and interaction with diverse cultures especially English speaking students. Finally, I am fluent in both spoken and written English and Chinese languages.

**LEADERSHIP**

I possess several leadership skills having applied them in my various leadership positions in high school and college. This includes:

* Planning and organizational skills
* Gathering and management of information
* Analysis and resolution of problems

**INTERESTS**

* Football
* Movies
* Reading.