



NGUYEN VIET HUNG

Senior Finance Manager

0916500062

hung_cp16@yahoo.com

Duong Lieu Ward, Hoai Duc Dist, Ha Noi City, Hoai Duc District, Ha Noi, Vietnam

PERSONAL PROFILE

Gender : Male
Birthday : 17/08/1979
Marital status : Married
Nationally : Vietnamese
Country : Vietnam
Address : Duong Lieu Ward, Hoai Duc Dist, Ha Noi City, Hoai Duc District, Ha Noi, Vietnam

DESIRED JOB

Level : Director
Salary : 4.000 - 5.000 USD
Job type : Full time
Industry : Marketing, Banking, Retail / Wholesale
Location : Bac Ninh, Ha Noi, Hung Yen

OBJECTIVES

Goals: • Education: Finish Master in Banking for the next 4 years. • Career: To become a finance controller

EXPERIMENT

Year(s) of Experience: 15 years

Current Level: Manager

9/2014 - Now : Senior Finance Manager - Samsung Display Vietnam Co., Ltd

- Control and maintain full set of accounting system including Account Receivable, Account Payable, Fixed Assets, Monthly P&L and Balance Sheet Statement, Cash book, General Ledger and other Management Financial reporting ...
- Control monthly Personal Income Tax, Withholding Tax and other Financial report and ensure all tax reports meet its requirement;
- Ensure proper and accurate accounts reconciliation on a monthly basis, prepare monthly Management report;
- Check and verify Payment vouchers for approval of CFO- Analyse income and expenditure, Monthly financial statements consolidation and Management report, Income and Expenditure;
- Make all recordings in the subsidiary ledgers for operational accounts;
- Check all postings in the general ledger and prepare the Trial Balance;
- Prepare the Vietnamese Accounts including P&L, Balance Sheets and Cash Flows;
- Prepare and complete of all audit requirements, be responsible for external auditors;
- Prepare analyses as may be requested by the Board of Management from time to time;
- Participate actively in the implementation of accounting software and any enhancements of accounting software;
- Manage, supervise and train, as appropriate, all staff in the Acc Department, including periodic and annual performance evaluation;
- Manage and monitor cash flows;
- Liaise with banks on all matters related with deposits and loans;

- Be familiar with Vietnamese Law and Regulations;
- Perform other duties CFO may assign;

Reason for leaving:

Looking for a good working environment and near my family

8/2008 - 9/2014 : Accounting Manager - CJ Vina Agri Co., Ltd

Job description:

Accounting Manager :

- Payable accounting job:

- Invoices verification.
- Payment schedule, Payment processing and AP clearing
- Short paying invoice controlling
- AP Aging report reconciled to GL, AR.
- Master vendor list update
- Down payments controlling
- Dealing with vendor for due invoices, overdue invoice, payment term.
- Monitor all kind of payment voucher, account slips and submit to Vice general director
- Make sure cash out under Vietnam law and CJ Vina's regulations

- Inventory: Materials reconciliation with GL account, current stock.

- Treasury:

- Manage funds so business units have sufficient liquidity to support business plans
- Develop and implement funding/ investment strategies
- Daily transactions:
- Closing book, cash management, update FX and make analysis FX
- Forecasting cash- in and cash-out, make decision get a loan or not
- Ensure payment on time for suppliers and saving finance expenses
- Make transaction to banker (Get & repay a loan, Reconcile capital, transfer fund)
- Handle report:
- Cash daily, forecasting cash flow (Daily, monthly, yearly)
- Revalue forecast and result and analysis bad and good effect to the finance plan
- To adjust and reconcile a loan, accrued interest expense - income.
- Analysis loan structure how to minimize the financial risk.

Accounting manager for Hung Yen Plant

- Monitoring and controlling the collection and payment smoothly, Control cash Flow smoothly.
- To ensure the company tax, e.g. VAT, PIT, CIT be recorded in accordance with the local regulation,
- Review all of account entries to ensure correctly, accurately and timely, Ensure that the effective accounting systems and procedures are developed, implemented, and maintained in accordance with the Corporate General Accounting Guidelines and Vietnamese Standard Accounting.
- Corporate with Head Office at Long An, establish and maintain appropriate internal control safeguards. Check and control revenue and cost by job basis,
- Review, check and send monthly financial report on timely manner to Long An Head Office ,Prepare monthly & yearly budget

5/2007 - 4/2008 : Credit Officer - Kien Long Bank

Job description:

- - Credit Analyzing for Loan (Financial statement, P&L, Cash flow...)
- - Mortgage assessment.
- - Loans management.
- - Customer relationship development

4/2005 - 4/2007 : General Accountant - Trimax Logistic Join Venture

Job description:

*** Financial reports:**

- - General Ledger covering.
- - Trial balance, balance sheet account reconciliation.
- - Profit & Loss report.
- - Cash Flow statement
- - Monthly expenses accrual.

***Payable Account:**

- - Update all unpaid invoices to credits account.
- - Payment schedule.
- - AP Aging report reconciled to GL

***Banking transactions:**

- - Bank statement reconciliation to GL.

***Monthly/ yearly reports to Government:**

- Tax office: monthly VAT report.
- - Statistic office: monthly & yearly report on the progress of project implementation.

12/2002 - 4/2005 : General Accountant - CP Vietnam Livestock Co.,Ltd

Job description:

*** Financial reports:**

- - General Ledger covering.
- - Trial balance, balance sheet account reconciliation.
- - Profit & Loss report.
- - Cash Flow statement
- - Monthly expenses accrual.

***Banking transactions:**

- - Bank statement reconciliation to GL.

***Monthly/ yearly reports to Government:**

- Tax office: monthly VAT report.

EDUCATION

Highest Degree Level: Bachelor

Graduate 9-2002

Bachelor - Banking credit and finance

Education:

- 2002 Graduate of Banking University Ho Chi Minh City Branch.
- Major: Banking Credit & Finance

Certificates:

- Accountancy for Chief Accountant (2007)
- Agent of license: Economic University of Ho Chi Minh City
- Foreign language: English - B Level
- Computer skills: MS office (MS Word, Excel, Outlook Express)

- Chief Financial officer (From 08/2011 – 01/2011)

Agent of license: The International Management Association, United Kingdom

CAREER HIGHLIGHT

Rank of KPI in CJ Vina Agri - Group A, S

SKILLS

Skills & Experiences: • Have experience in...

LANGUAGES

English - Advance

SAP

REFERENCES

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Hoang Nguyen education Co

Nguyen Van Hung

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Financial controller.

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