**ANALYN**

[**ANALYN.362278@2freemail.com**](mailto:ANALYN.362278@2freemail.com)

CERTIFIED PUBLIC ACCOUNTANT

## PROFESSIONAL SUMMARY

Senior audit associate in the assurance practice of SGV & Co. / Ernst & Young Philippines with almost four years of in-depth experience on business process review, internal controls testing, financial reporting, IFRS and regulatory compliance testing in diverse business industries. Logical, analytical, and resourceful problem solver proficient in leveraging internal strengths and resources to deliver timely solutions. Highly adaptable and committed to providing quality assurance services.

## WORK EXPERIENCE

ERNST & YOUNG PHILIPPINES (SGV & Co.)  
6760 Ayala Avenue, 1226 Makati City, Philippines

* Senior Audit Associate, Financial Assurance Services (August 2014- August 2016)
* Audit Associate, Financial Assurance Services (November 2012- July 2014)

Related experiences:

Lead and effectively managed to complete all aspects of the audit which include planning and risk identification, strategy and risk assessment, execution of audit procedures and conclusion of the audit with limited supervision

* Performed substantive audit procedures to include all areas of the financial statements

Developed and communicated to client constructive suggestions to improve the existing internal control system and accounting process

Demonstrated a thorough understanding of increasingly complex accounting and auditing concepts and discusses issues with engagement team and client management, conducts research for technical accounting issues encountered during the audit and proposed resolution

Monitors the execution of the audit program through supervision and detailed review of the audit working papers of the junior staffs

Took part in the preparation of the auditor's report, client's audited financial statements, income tax returns and the related schedules required by the Securities and Exchange Commission (SEC), if applicable

Performed quality control reviews on financial statements and assists in the preparation of regulatory reports required by SEC and BIR

Prepared management report covering accounting, audit and tax issues addressed and areas of improvement

Ensures audit assignments are run within budget, time, and resource requirements

Fast-tracked to senior audit associate after less than two years of joining Ernst & Young

Out of the country audit engagements:

* Worked and lead audit for a large diversified corporation with operations in Guam, Northern Marianas Island, and Palau reporting under IFRS. The Group’s main operations include hotel and restaurants, retail, airline, wholesale distribution and retail of consumer goods and luxury brands.

Conducted audit in Hawaii for a company engage in the business of fisheries export or wholesaling of seafood.

## INDUSTRY EXPOSURE

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| --- | --- |
| * Manufacturing * Retail * Property leasing * Hotel and restaurants | * Wholesale and distribution * Travel agency * Service * Logistics and transportation |

## EDUCATIONAL BACKGROUND

**UNIVERSITY OF SANTO TOMAS**  
*Bachelor of Science in Accountancy, 2012*

* Graduated Cum Laude (with honors)
* Consistent Dean’s Lister (2008-2012)
* Full academic Santo Tomas scholar (2008-2012)
* Full scholar for review program of CPA board examination

**SAINT AUGUSTINE SCHOOL**

*Secondary Education, 2008*

* Graduated Valedictorian

## PROFESSIONAL CERTIFICATION

Certified Public Accountant (CPA)

October 2012 Philippine CPA Licensure Examination

Average score of 89%, one take only

**PROFESSIONAL AFFILIATION**

Member of Philippine Institute of Certified Public Accountants (PICPA)

**TRAININGS AND SEMINAR ATTENDED**

**Assurance Core Skills I, II, III and IV**

A comprehensive training course on Ernst and Young’s Global Audit Methodology to facilitate effective and efficient delivery of high quality attest services.

**Basic Taxes for Non-Tax Staff and Reviewing Income Tax Returns (ITRs)**

Includes review of basic concepts of taxation, business taxes and review of income tax returns.

**IFRS Workshop Part 1 and 2 with IFRS Accreditation Examination Part 1 and 2 (Passed)**

Designed to allow experienced learners to reinforce their IFRS baseline knowledge through discussions and case studies for which the culmination of the workshop requires passing a series of examination for accreditation.

**IFRS Executive Updates**

Intended to provide participants with updated knowledge on selected IFRS topics.

## SKILLS

* Extensive knowledge in International Financial Reporting Standards (IFRS) and IFRS for Small and Medium-Sized Entities (SMEs)
* Proficient in Windows-based applications (MS Word, Excel, PowerPoint and Outlook)
* Demonstrates effective communication skills in terms of working paper documentation and oral communication with diverse clients and engagement team members
* Organized, can prioritize and work under pressure, handle heavy work load and simultaneous deadlines
* Committed to professional and personal excellence
* Ability to work with limited or without supervision
* Highly adaptable and is willing to work in different environments

## PERSONAL INFORMATION

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| --- | --- |
| **Date of Birth** | December 31, 1990 |
| **Civil Status** | Single |
| **Citizenship** | Filipino |
| **Gender** | Female |
| **Visa Status** | Dubai visit visa |
| **Languages Spoken** | Filipino and English |

## CHARACTER REFERENCES

*Available upon request*