

YAP PEI SHAN

葉佩珊

Contact Info

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Personal Particulars

Age : 30 years
Date of Birth : 16 October 1986
Place of Birth : Segamat, Johor
Nationality : Malaysian
Religion : Buddhist
Race : Chinese
Gender : Female
IC Number : 861016-23-5774

Educational Background

2013 - Recent	CPA Australia	
2005 – 2009	Bachelor of Accountancy Universiti Malaya (UM) CPA: 2.79	Petaling Jaya
2004 – 2005	Kolej Matrikulasi Johor (KMJ) CPA: 3.92	Tangkak, Johor
1999 – 2003	Sijil Pelajaran Malaysia (SPM) Sekolah Menengah Kebangsaan Seg Hwa Grade: 3 distinction (3A)	Segamat, Johor

Work Experiences

Nov 2013 – Recent	Senior Manager, Group Statutory and Management Reporting RHB Bank Berhad Bangi, Selangor
	<ul style="list-style-type: none">▪ Preparation of monthly Group Flash Results & analysis▪ Review quarterly Group financial statements▪ To support on new treasury structured investment products to ensure accounting standards and accounting treatment compliance▪ Derivative assets and liabilities disclosure▪ Analyze and ensure accuracy and completeness of closing entries▪ Ensure proper accounting treatment for Hedge accounting▪ Preparation of MFRS 7 financial instruments disclosure:<ul style="list-style-type: none">○ credit risk disclosure○ interest rate risk disclosure○ liquidity risk disclosure○ fair value hierarchy disclosure

- Review of monthly, quarterly and year end BNM submission
- Preparation of Director or key management personnel consent form for Related Party Disclosures
- Preparation of intercompany transaction
- Review FISS reporting on unaudited income and expenditure
- Review analysis slides for submission to BOD
- Conduct Business Impact Analysis for functional area Financial & Management Reporting
- Liaison of financial matters with BNM, external & internal auditors
- Involvement in Murex Implementation Project to ensure the accounting schema and reports are in place and according to accounting standard

**Aug 2009 – Nov 2013 Manager, Group Financial Control
Alliance Bank Malaysia Berhad**

Kuala Lumpur

- Analyze and ensure accuracy and completeness of closing entries for monthly management accounts
- Preparation of quarterly, half year & year-end financial statements
- Finalization & release of financial accounts within 60 days of each quarter close
- Abridged financial statements for newspaper publication
- Liaison of financial matters with BNM, external & internal auditors
- Annual goodwill impairment test
- To support on new treasury structured investment products to ensure accounting standards and accounting treatment compliance
- Preparation of monthly consolidated account
- Preparation of annual budget for AFGB and non-banking subsidiaries
- Preparation of Pillar 3 report
- Preparation of submission package to BNM
- Preparation of variance analysis
- Preparation of cash flow and interest rate risk
- Preparation of monthly cost and yield report
- Payment to ABMB & other companies in Group to settle inter-co balances
- Payment to stock broker for ESS shares purchased
- Funds availability for dividend payment
- Prepare and ensure timeliness, completeness and accuracy for submission of surveillance report
- Preparation of instruction letter for the operation of current & deposit accounts maintained with the bank and perform banking transactions
- Bi-monthly service tax submission
- Preparation of monthly tax analysis
- Follow up with IRB & Kastam any pending matters
- Assist in annual income tax submission
- Assist in service tax/ income tax/ withholding tax refund matters.
- Ensure withholding tax compliance for payments to non-residents

**May 2008 – Jul 2008 Audit Trainee
TH Law & Co**

Petaling Jaya, Selangor

- Understand the overall audit procedure.
- Understand the vouching procedure and ascertain the validity and reliability of information.
- Understand how the audit procedure carried out at company's client place
- Responsibility in conducting statutory audit.
- Responsibility in enquiry client and sending bank conformation.

Skills

- Proficient in English, Mandarin and Malay (written and oral)
- Knowledgeable in the usage Microsoft Office applications, SAP accounting system, Oracle EPM System, Murex, Citrix system, JDE system, ACCPAC system and AS400 software.

Qualities

- Quick learner and keen in learning
- Hardworking
- Ability to perform under pressure
- Punctual
- Posses initiative and has good sense of responsibilities
- Good interpersonal and communication skills

Training Courses

Nov 2015	Microsoft PowerPoint 2010 Advanced
Dec 2014	MFRS 9, the replacement of MFRS 139
Nov 2014	Achieving hedge accounting in practice
Sept 2014	MFRS7 Disclosure of Financial Instruments & MFRS13 Fair Value Measurement
Jun 2013	Executive to Manager - The Transitions
Dec 2012	Sharing of Accounting Treatment on Structured
Jan 2012	Business Writing Skills
Nov 2012	Executive Presentation Skill
Nov 2011	Introduction to Structured Products & Valuation
Aug 2011	Microsoft Excel Functions & Formulas
Dec 2010	FRSs Update Workshop
Nov 2010	Understanding Loan Impairment from Finance's Perspective
Oct 2010	KPMG Malaysian Tax Summit 2010
Aug 2010	Leveraging Teams Through MBTI
Dec 2009	Microsoft Excel 2003 (Advanced)

Preference

Current Salary	: RM7,030
Expected Salary	: RM10,000
Notice period	: 3 month

References

Available Upon Request