



LEE PEI YEE

Audit Manager

PROFILE

Current 11 years of experience with auditing job experience. Adept at mentoring and training junior auditors to improve audit quality and compliance. Hardworking and responsible person. Ready to help team achieve company goals.

CONTACT

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+6017-4213316

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pei.yee921213@gmail.com

LANGUAGE

Chinese
Malay
English

HOBBIES

Travelling.

EDUCATION

Polytechnic Tuanku Sultanah Bahiyah [2010-2013]

Diploma in Accountancy.
CGPA: 3.69

WORK EXPERIENCE

Tan Cheah & Co. PLT [Jun 2013 – Present]

Audit Manager

- Conduct audit works for clients
- Provide and seek solution on problem raised during the process of audit.
- Work closely with Audit Assistance to perform a variety of audit.
- Provide on the job training and guidance to junior. (Team member)
- Ensure audit assignments able to properly carry out before the deadlines end.
- Management of Company client, due with client for submit account for audit and payment, allocate job and supervisory staff submit job on time.
- MIDA license application
- MBRS

SKILLS

- Report Preparation
- Management Consulting
- Annual Audit Plans
- General Accounting
- Tax Computation
- Time management abilities
- Client Relationship management
- Software
 - Microsoft office
 - UBS Computerized Accounting
 - APLUS
 - SQL
 - Audit Express (AXP)
 - Superior Tax Camp (SPC)
 - Superior MBRS convert