

Nurul Aisyah binti Kamarudin

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Passport-size photo

CAREER OBJECTIVE

Finance analyst with 4 years in a shared services centre in Kuala Lumpur, covering accounts payable and intercompany reporting for entities across Southeast Asia. Cut invoice cycle time by 42% and cleared a two-year intercompany reconciliation backlog. Seeking a Senior Finance Analyst role in a regional finance or GBS team.

PERSONAL DETAILS

IC No.	990314-14-5678
Nationality	Malaysian
Date of Birth	14 March 1999
Address	Petaling Jaya, Selangor
Expected Salary	RM 6,500 - RM 7,200 per month
Notice Period	1 month

EDUCATION

Bachelor of Accounting (Hons) - CGPA 3.48 / 4.00 <i>Universiti Kebangsaan Malaysia (UKM), Bangi</i>	2018 - 2021
• Dean's List, Semesters 4 and 6; final-year project on automation in accounts payable	
SPM 2017 - 6A, 2B, 1C (Bahasa Melayu: A, English: A, Mathematics: A) <i>SMK Seksyen 9, Shah Alam</i>	2017

WORK EXPERIENCE

Finance Analyst, Accounts Payable <i>Regional Shared Services Centre - Kuala Lumpur</i>	Jan 2023 - Present
• Process 1,800+ invoices monthly for 6 Southeast Asian entities; reduced average cycle time from 12 days to 7	
• Cleared a 24-month intercompany reconciliation backlog worth RM 4.2 million across 3 entities	
• Automated the weekly ageing report in Power BI, replacing 6 hours of manual Excel work each week	
• Handle supplier queries in English, Bahasa Malaysia and Mandarin across Malaysia, Singapore and Thailand	
Accounts Executive <i>Manufacturing group - Shah Alam, Selangor</i>	Aug 2021 - Dec 2022
• Managed the full AP cycle for 140 active suppliers and monthly closing for two subsidiaries	
• Prepared SST submissions and supported the annual external audit with no material findings	

INTERNSHIP (LATIHAN INDUSTRI)

Finance Intern <i>Big Four professional services firm - Kuala Lumpur</i>	Mar 2021 - Aug 2021
• Supported audit fieldwork for 4 manufacturing clients, testing AP and inventory samples	
• Built a reusable working-paper template still used by the assurance team	

CO-CURRICULAR ACTIVITIES

- Treasurer, UKM Accounting Students Society - managed an annual budget of RM 45,000 (2020)
- Runner-up, national inter-university accounting case competition (2019)

SKILLS

Accounts payable, intercompany reconciliation, month-end close, SST submissions
SAP FICO, Oracle NetSuite, Excel (Power Query, pivot tables), Power BI

CERTIFICATIONS

- ACCA - 9 of 13 papers completed (in progress)
- Microsoft Power BI Data Analyst Associate (PL-300), 2023

LANGUAGES

Bahasa Malaysia - native; English - professional working proficiency (MUET Band 5)

Mandarin - conversational (business email and supplier calls)

REFEREES

- Ms Lim Wei Ling - Finance Manager, Regional Shared Services Centre, Kuala Lumpur · +60 12-987 6543 · weiling.lim@email.com
- Encik Rahman bin Ismail - Senior Lecturer, Faculty of Economics and Management, UKM · +60 19-234 5678 · rahman.ismail@email.com