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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Your Name | |  |  | | --- | --- | | 123 High Street, Central, Hong Kong Island |  | | (001)1234-1234 |  | | Your.name@gmail.com |  | | www.linkedin.com/in/yourname |  | |

Internal Audit Manager with 9 years of experience in the finance industry, a proven ability to meet deadlines for multiple commitments and a strong background in managing audit teams within large organisations, seeks a position as the Internal Audit Manager within [name of company].

# Experience

### 2014 – present

##### Internal Audit Manager/[Name of Company], Hong Kong

* Key participant in annual audit risk assessment and planning
* Managed the successful design, roll-out and implementation of data analytics across audits in all departments
* Presented audit findings to management and managed the financial reporting process for $100 million division
* Successfully implemented best practices in systems and processes across subsidiaries

# Skills

Proficient with Microsoft Office Suite • Advanced data analytics abilities • Capable of managing multiple projects concurrently • Excellent time management skills • Critical thinker • Team player with proven ability to collaborate effectively with others • Exceptional problem-solving skills

# Education

### may 2012

##### Bachelor of Economics/[University name], [Location]

# Hobbies & Interests

Reading • Travel • Running • Basketball • Skiing