

Tingting Lin

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EDUCATION

Zhejiang University of Technology

09/2016 -06/2020

English

Undergraduate

- **Main Courses:** English Listening, Speaking, Reading and Writing, Basic Programming VB, Mathematics of Liberal Arts University, General Situation and Culture of English-speaking Countries, Korean Social Culture and Customs, Introduction to Russian, Legal Thinking and Life Wisdom, International Trade Practice, Energy and Social Development
- **Academic situation :**
Outstanding students of the university in 2017 (2%) 、 College Scholarship 2017 (top 20%)

Zhejiang Rui'an Middle School

a key provincial high school

09/2013 -06/2016

CERTIFICATES&SKILLS

- **ACCA:** Passed 12 subjects (totally 13 subjects)
Corporate and Business Law, Performance Management, Taxation, Financial Reporting, Audit and Assurance, Financial Management, Accountant in Business, Management Accounting, Financial Accounting, Strategic Business Reporting.
- **Language:** CET4 (638), CET6 (572) , TEM4 (74)
- **Be proficiency in using Word, PPT and Excel function such as Pivot Tables**

PRACTICE EXPERIENCE

Zhejiang Materials Industry International Co., LTD Finance Department intern (2019.7-2019.8)

- Correctly use and be familiar with SAP system, be responsible for daily financial accounting, correctly record, print and bind more than 100 accounting vouchers
- Accurately make out more than 41 value added tax invoices
- Precisely confirm around 750 thousand amount of value added tax relating to major business customers

ACCA Famous Enterprise Challenge Champion of Hangzhou division (2019.5-2019.6)

- Hold the post of group leader, organize three group members to carry out case analysis, allocate tasks and communicate regularly with group members to complete group work
- Be responsible for the section of infant milk powder industry related to the case, integrate materials prepared by group members, complete more than 50 slides of PPT and give strategic advice to company's future development
- Perform a 20-minute presentation of analysis result

Zhonghui Accounting Firm

Audit intern

(2019.1-2019.2)

- Cash count: go to the financial department of the audited company for cash count and count back to the ending cash balance, then compare it with the amount in the statement to analyze the difference
- Correctly check more than 100 confirmation letters and put them into envelopes in accordance with clients' names
- Double check between bank statements of 3 banks and cash books, examine and verify large amounts
- Correctly print more than 100 accounting vouchers relating to tax payment, administration expense, sales expense and salaries and promote the speed of group work

SELF EVALUATION

- **Running:** 3 times a week, win an award in the principal's race and prepare to run a marathon
- **Simple personality, kindness and have a harmonious relationship with classmates:** be elected as dormitory director twice

- **Self-discipline:** Almost no absence of attendance during college
- **Strong sense of responsibility, careful and be persistent in seizing problems**