# 郑子龙

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## 教育背景

**2015/03-2017/10 悉尼大学 会计 硕士**

* 主要课程：公司法，高级财务报表分析，管理财务分析，审计学，财务统计学等,可豁免ACCA全9门F等级科目

**2011/10-2014/06 伦敦大学 银行与金融（二等荣誉学位） 本科**

主要课程：公司财务，投资管理，财务管理数学方法，管理财务分析，管理经济学等

## 工作经历

**2022/12-2024/2 凯美瑞德（苏州）信息科技股份有限公司 后台咨询顾问 深圳**

* 参与境内金融机构资金/资管金融业务平台的项目建设，定期进行业务需求分析，业务需求访谈。
* 编写HKTR及银行资金业务需求说明书以及需求规格说明书，配置SWIFT收发报文系统，反洗钱系统，纸质报文邮件自发系统。
* 熟悉金融市场以及货币市场业务，熟练掌握公司代理产品（如 STP 前中后一体化资金业务系统），配置后台清结算相关功能。
* 配合技术工程师，参与清算系统需求落地方案的系统设计及测试,参与公司自研/代理产品的系统运维工作。
* 为银行配置并维护交易工作流、报文工作流和现金转移工作流，解决会计系统配置问题。

**2021/03-2021/11 新基建洞察系列专题报告-美世Mercer(中国) 行业研究实习顾问 北京**

* 在顾问指导下开展新基建相关项目的行业研究，包含搜集资料，数据分析，报告撰写，与专题分享等。
* **项目结果及收获**：历时八个月独立调研分析共计完成了多份各自长达70页的分析报告，汇报获得公司内外专家的一致认可，系统性构筑了对新领域的快速学习模型，提高了实践中对论题的调研分析能力、充分深化实践了行业分析的整体思路及思考框架。

**2020/01-2021/02 Talo Financial 会计/会计助理 悉尼**

* 检验客户文件的准确性，并对录入系统的数据进行规范修正，每周独立完成至少5个客户的原始文件检测与超5000条录入修正。
* 使用Xero每周为20个公司进行应收，应付，银行账户对账核算，每月准备商业活动报表，利润活动报表，增值税报表。
* 定期利用Xero分析损益表和资产负债表，并计算出KPI进行报告。
* 准备会计实务管理报告，反映各会计环节的执行质量并提出具体建议，任职期间每周定时向经理进行书面及口头汇报。
* 使用Spotlight为客户公司进行下一会计期限的利润、开支与现金流预测，通过预算使客户改变了购买大型器械的决定，成功避免次年现金流困难状况出现，受到客户赞扬。

**2019/07-2019/09 Build On Bookkeeping 助理会计 悉尼**

* 负责经营活动报表的生成，检阅及递交，通过与客户公司负责人的协作，成功完成了超过150份活动报表的准备与提交。
* 制定财务服务中信息交流模式，通过客户沟通和背景调查，高效完成了20个客户的会计系统构建，年度税务申报与信息更新。
* 独立创建了超过500名员工的多个客户的信息库（包含工资，奖金，养老金，病假等信息），并计算出了各员工的应得报酬与可抵扣税项，为目标公司下一步的会计流程提供了准确的数据。

**2018/04-2019/06 Australasian Mail Services 应付会计 悉尼**

*——澳洲邮递企业，核心服务包括国际或本地包裹信件邮递，仓储与转运，是IATA的长期合作伙伴。*

* 主动联系与跟进超过140个物流供应商，利用邮件或电话及时高效地沟促收付流程，成功在任职期内保持付款限期前充足的现金流，并协助财务经理制定不同优先度的付款计划。
* 管理印度分公司的应付团队，并及时给与沟通与工作指导。
* 分析各供应商的收款习惯，分类并提供不同的付款流程与通知模式，降低了公司被电话催款率50%，为录入交易的任务增加了50%的时间，使月末报表准备平均提前3天开始，增加辅助高级会计任务件数30%。

## 技能与爱好

* 语言技能：Pearson Test of English英语考试总分82/90，助理专业口译员(英语普通话双向)。
* 数据分析能力：熟练使用SPSS软件, 运用Python语言。
* 数据分析获得文凭：商业系统分析与设计文凭，高级信息技术商业分析文凭。
* 计算机：熟练掌握MS Project, Asana, Trello等项目管理软件；SAP Business One，SAP Financial，MYOB，Xero等会计与ERP软件；数据库，C#, HTML, CSS, Java Script等程序语言； MS Office系列办公软件(如运用Excel公式与VBA) 。

# Zheng Zilong

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## Education

**2015/03-2017/10 The University of Sydney Accounting Master**

* Major Courses: Corporate Law, Advanced Financial Reporting, Auditing; full exemption for ACCA F level examinations.

**2011/10-2014/06 University of London Banking & Finance (2nd Class Hon.) Bachelor**

Major Courses: Corporate Finance, Investment Management, Managerial Financial Analysis, Managerial Economics.

## Career Experience

**2022/12-2024/02 Kmerit Information Science & Technology** **Back-Office consultant Shenzhen**

* Constructed the project of the capital/asset management financial business platform of domestic financial institutions and conducted regular business requirement analysis and business requirement interviews.
* Prepared Hong Kong Trade Repository (HKTR) and bank treasury business requirements and demand specifications, Configure the SWIFT message sending and receiving system, anti-money-laundering system, and paper message automatic sending system.
* Familiar with financial market and money market business, proficient in company agent products (such as STP front, middle and back office integrated fund management system), configuration of Clearing and Settlement related functions.
* Cooperated with technical engineers to participate in the system design and testing of the liquidation system demand landing plan and participate in the system operation and maintenance of the company's self-developed/agent products.
* Set up trade workflow, message workflow and transfer workflow for the bank
* Solved problems in accounting system facilitation.

**2021/03-2021/11 New Infrastructure Research (Mercer China)** **Research consultant (intern)** **Beijing**

* Conducted industrial research on the new infrastructure relevant projects, including information gatherings, data analyses, report writings and topic presentations, with guidance of the consultant.
* **Project outcome:** performed industry research models to generate multiple insight reports of more than 70 pages, received unanimous acknowledgement from external & external experts, developeing fast learning model for unknown areas and improving the ability to investigate and analyse.

**2020/01-2021/02 Talo Financial Accountant/Account Assistant** **Sydney**

* Conducted account reconciliation for 20 clients with Xero, ensured the accuracy of the source documents, corrected the input data in the system, and accomplished more than 5 clients’ source documents and 5000 inputs weekly.
* Prepared Business Activity Statements, Income Activity Statements and GST Reports for 5 clients once a month.
* Analysed the Income Statement and Balance Sheet, calculated the KPI, and reduced inventory cost by 5%.
* Prepared Accounting Practice Management Report on the team’s accounting practice quality, provided concrete improvement advice and reported to the manager every week in person or by email.
* Prevented liquidity risk in upcoming accounting periods through revenue, cost and cash flow forecast on Spotlight; applied data to persuade a client to cancel a high-cost item purchase to maintain the cash conversion cycle.

**2019/07-2019/09 Build On Bookkeeping Assistant Accountant** **Sydney**

* Prepared, examined and submitted Business Activity Statement; produced over 150 reports with client representatives.
* Setup information transition mode with the client, established practical accounting system, conducted Annual tax returns, and updated relevant information for more than 20 businesses.
* Built up the remuneration database, including information on salary, bonus, pension, and leave, determined payoff and tax deduction, and provided accurate data to further accounting process, for over 500 staff of various clients.

**2018/04-2019/06 Australasian Mail Services Accounts Payable Officer Sydney**

*——Australian Postal Service, whose core business includes international/local parcel and document delivery, storage and transition, is a long-term business partner of IATA.*

* Liaised with more than 140 logistic suppliers by email/phone to handle issues in the payment process, maintained healthy cash flow and supported the Finance Manager to design the payment plan for different priorities.
* Managed the AP team based in India, providing necessary communications and guidance on time.
* Analysed suppliers’ collecting behaviours to provide specific payment processes, reduced collection calls by 50%, brought forward the month-end procedures by 3 days, and increased 30% of support items for senior accountant.

## Skills & Interest

* Language skills: Pearson Test of English overall score 82/90; Paraprofessional Interpreter((LOTE-English).
* Data Analysis ability: proficient user in SPSS and experienced user in Python Language and Tableau.
* Business Analysis qualification: Advance Diploma of IT Business Analysis, Diploma of Systems Analysis and Design.

IT Solutions: Project management: MS Project, Asana, Trello; ERP: SAP (Business One & Financial); Accounting: MYOB, Xero; IT language: C#, HTML, CSS, JavaScript, Python; MS Office: PPT, Excel (Formula & VBA)