



## Staff Profile: **Lawrence**

### **Position:**

Assistant Accountant



### **Qualifications:**

- Association of Chartered Certified Accountants (ACCA), United Kingdom
- Diploma in Accounting – London Chamber of Commerce and Industry, United Kingdom

### **Experience:**

Lawrence is a qualified Accountant with over nine (9) years of experiences in tax and accounting. He spent the last five (5) years as an Accountant of a large construction conglomerate and four (4) years as a tax consultant in Deloitte and Crowe Horwath. He had previously established MYOB system for a new overseas subsidiary. Lawrence is an advanced user of Microsoft Excel and Word.

Lawrence was employed as Bookkeeper in Kontrols & Industrial Weighing (KIW) once a week. KIW used MYOB for maintaining its accounting transactions. His duties included debt collection, processing high level of suppliers invoice, performing bank reconciliations and preparing payments to suppliers. Additionally, Lawrence was improving the purchases system and inventory control at KIW. Previously, he was working as a Bookkeeper in Arrow Leadership. His duties include preparing Business Activity Statement quarterly and payroll. He worked for QCT client Construction Zone and now is full time at the Chocolate Box head office.

### **Personal Details:**

Lawrence currently resides at Endeavour Hills. He owns a car a Victorian Driver's License..

### **Exam results:**

He is scheduled to sit the exam later this week.