



Staff Profile: **Michael Ng**

Position:

Bookkeeper



Qualifications:

- Bachelor of Accounting – Flinders University, Adelaide
- Bachelor of Engineering in Electronics & Electrical (Hons) – Uni. of Lincoln, UK
- Currently undertaking the CPA Program

Experience:

During his undergraduate studies, Michael completed work experience with Edwards Marshall in Adelaide during the semester break. This was part of the Institute of Chartered Accountants in Australia's Achiever Award for University students. At Edwards Marshall, Michael had exposure to a variety of tasks, including preparation of tax returns for individuals, partnerships, companies and trusts, as well as carrying out audits on SMEs.

Michael has a strong knowledge of MYOB and experience in AR, AP, bank reconciliations, inventory management, payroll, producing financial reports, preparation of management reports, foreign currency transactions and BAS. Currently, Michael is assisting with the preparation of the Quinlan Consulting MYOB training material and completing the accounts for BK Fitness and other Quinlan Consulting clients.

Prior to his accounting studies, Michael spent two years as an Electronics Engineer for Sony.

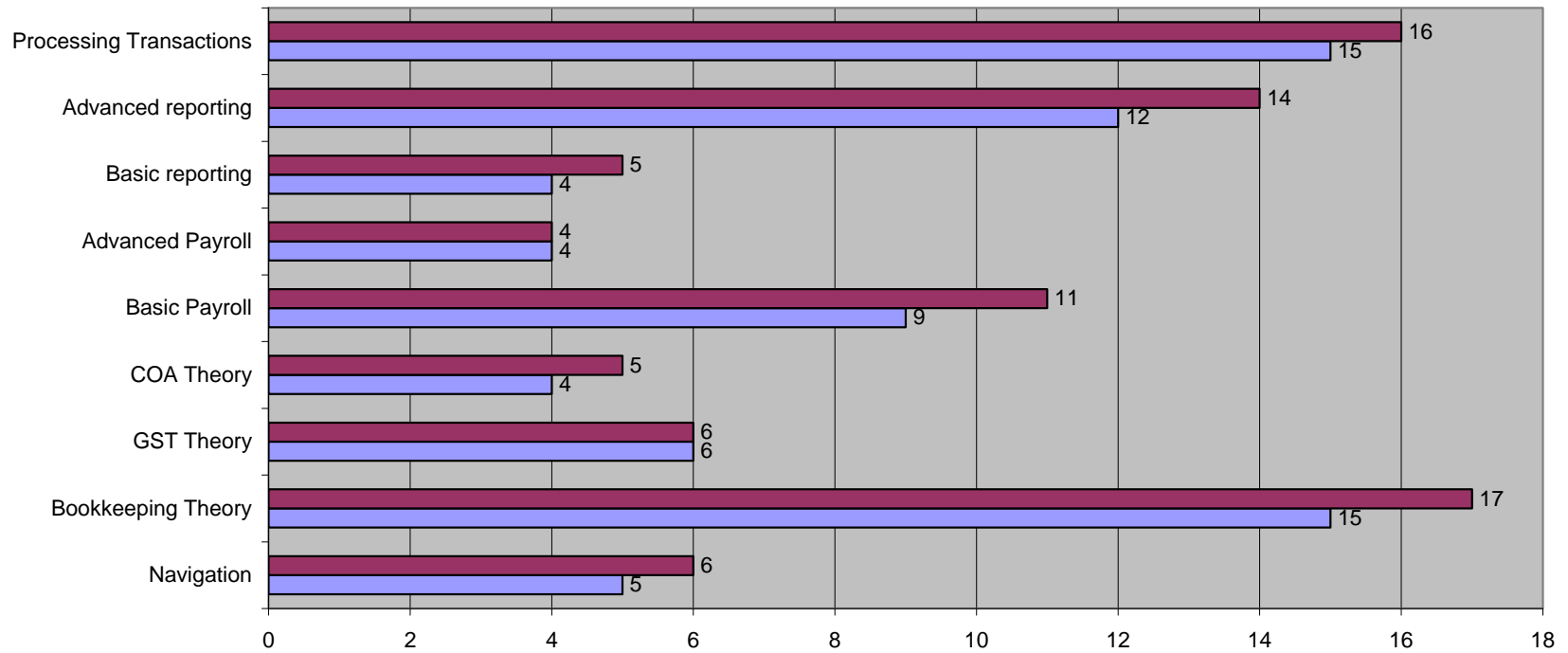
Personal Details:

Michael lives in Notting Hill. He is currently available 4 days per week.

Exam results:

Quinlan Consulting test all new staff to ensure the consultants have the required experience and theory to undertake the role. Michael's 88% result (shown on the next pages) illustrates his outstanding ability to successfully complete the job criterion you have nominated.

MYOB Exam results



	Navigation	Bookkeeping Theory	GST Theory	COA Theory	Basic Payroll	Advanced Payroll	Basic reporting	Advanced reporting	Processing Transactions
■ Possible	6	17	6	5	11	4	5	14	16
■ Score	5	15	6	4	9	4	4	12	15

■ Score ■ Possible