

Opening Position : Assistants – KPMG DELIVERY CENTRE VIETNAM
Target candidate : Final Year Students or New graduates
Office location : Ho Chi Minh City

Firm Introduction

KPMG is a global network of professional firms providing Audit, Legal, Tax and Advisory services. We operate in 143 countries and have 270,000 people working in member firms around the world.

In Vietnam, KPMG is one of the largest professional services firms, with 2000 staff working from our offices in Ho Chi Minh City, Da Nang, Hanoi and Cambodia. We work with our colleagues across Asia and around the world to provide professional services for either international or domestic client.

Further information, please visit our website at www.kpmg.com.vn and our Facebook at <https://www.facebook.com/kpmgvietnam>

KPMG Delivery Centre Vietnam (KDCV) is a shared service center in KPMG Vietnam which utilizes innovative, intelligent automation and state-of-the-art data processing and analysis technology to support KPMG's Deal Tax and Legal, Audit and Consulting service teams at key steps of their client engagements. Through our specialized data processing KDC team, we aim to collaborate with engagement teams to improve their operational effectiveness.

Currently, we are supporting the following main services for engagement teams:

Audit services

Our duties include preparing and maintaining the database of audit confirmations; handling large datasets to better storytelling and unlocking value insight of Client's business processes and transactions; checking financial statements and offering other support to the KPMG audit team.

- Audit confirmation
- Data processing for audit (*)
- Automated Financial Reporting Solution and Financial Statement Checking
- Other compliance works.

Tax services

- Our Tax support team helps tax professionals in main offices to retrieve accounting and tax related information from clients and prepare tax compliance statements and tax information entry.
- Data processing for tax (CIT / TP) (*)
- Preparation of Australian Tax Return-Form Fill

Advisory services

- The advisory team is dedicated to offering support for back-end financial analysis and data analysis.

Risk Management services

- Support risk management processes by performing client background check on provided database.

All our data processing services will be performed by advanced BI tools for big, large dataset such as IDEA, Alteryx, Power BI and Power Query

1. Job Description:

- Provide e-Data processing services to Audit teams such as Journal Entry Testing, Account Analysis and Sales or Loan Portfolio Analysis etc.
- Perform other audit support services such as checking financial statement figures, audit confirmation services, audit file close-out etc.
- Provide data process support to Corporate Tax teams for tax compliance services.
- Provide data process support to Integrated International Tax for Appendix 1- Related Party Transactions Declaration
- Provide service of searching and obtaining of client background for risk management purpose
- Other tasks required by supervisors.

2. Requirement:

- Fresh graduates with major in Accounting, Auditing, Economics, Commerce, Finance, Banking, Foreign Trade, and other related fields
- Good analytical skills
- Strong organizational and time management skills
- Good communication in both Vietnamese and English
- Self-motivated and team player
- Enthusiastic, demonstrate "can do" attitude with an ability to learn quickly.

If your background meets these requirements, you will be in a prime position to succeed at KPMG. Please submit an English detailed resume, certificates, a recent photograph, a cover letter to the following email address: hungnpham@kpmg.com.vn with email subject "KPMG KDC Assistants + Full name.