

Soomi Hwang

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EDUCATION AND QUALIFICATIONS

Warwick Business School, **BSc (Hons) Accounting and Finance (Achieved 2.1)** Oct 2016– Jun 2019
Modules included; Financial Accounting, Financial Reporting, Financial Markets and Management Accounting

Stratford-upon-Avon College, **Stratford-upon-Avon** Sep 2015– Jun 2016
• Warwick International Foundation Programme: Mathematics (96), Sociology (80), Business (76), Economics (64)

Haeundae Girl's High School, **Busan, Average Grade (85%)** Mar 2011 – Feb 2014

WORK AND LEADERSHIP EXPERIENCE

Steels Ltd, Busan - Finance Intern Jun 2018 – Sep 2018

- Prepared budget-to-actual variance reports on a monthly basis and provided financial analysis including revenue and expenditure trends for the firm
- Contributed in generating monthly financial reports and checked the accuracy in review of monthly closure process for financial statements, whilst working to tight reporting deadlines
- Undertook in-depth analysis of various financial indicators to evaluate financial performance and financial risk exposures within the firm, highlighting unexpected risks and opportunities
- Performed detailed assessment of business activity costs and proposed an initiative to enhance both operational and cost efficiency by eliminating unnecessary expenses incurred in the operation

BEXCO (Busan Exhibition and Convention Centre), Busan – Marketing Intern Jul 2017 – Sep 2017

- Primarily collaborated with management team to create ideas of advertising strategies on social media, specifically focusing on platforms such as Facebook and Instagram
- Implemented commercial research and competitive analysis to identify key players in the industry and adopt benchmarking strategies
- Analysed marketing data and outlined marketing strategies in preparation for both monthly marketing reports presentation to the marketing director
- Monitored marketing budgets across various advertising campaigns and recorded outgoings on internal database

Shinsegae Centum City Department Store, Busan – Customer Service Coordinator Jul 2016 – Sep 2016

- Managed customer service desks and answered queries via email, telephone and in person
- Identified customer dissatisfaction and created solutions to problems of customer service through conducting online surveys and collecting customer feedback
- Initiated in updating established procedures and standards of behaviour for handling challenging customers
- Built strong relationships with customers by actively communicating and interacting with them on a daily basis
- Established an encyclopaedic knowledge of products and services and assisted in sorting and processing stock, assessing condition of products

EXTRA-CURRICULAR EXPERIENCE

Warwick Korean Society – Treasurer Mar 2017 – Feb 2018

- Recorded all incomings and outgoings on internal database, with continuous use of Microsoft excel
- Responsible for forecasting and preparing budgets for upcoming events – budget was used for professional and social events, speaker panels, PR materials, purchase of relevant materials for members and travel expenses
- Liaise with further executive members of the society of a weekly basis - attended regular meetings and communicate with them via email and social media groups

EC Brighton English Language School – Student Ambassador Nov 2014 – Aug 2015

- Attended focus groups and regular meetings on behalf of the course for new joining students each month – acted as the 'student counsellor' throughout the course year to speak with students about their concerns or queries
- Communicated with both staff and students accordingly and provided student feedback to staff within school
- Promoted various surveys to organise student events and assisted with the analysis of results with staff members

SKILLS AND INTERESTS

- Advanced user of MS Office (Excel, PowerPoint, Word)
- Language: English (Fluent), Korean (Native)
- Travelling – independently backpacked around Europe for 8 weeks during the summer of 2017. Enjoy meeting different people and experiencing further cultures