

**KELLY NGO SIEW PENG**

kellyngo@smu.edu.sg

**EDUCATION**

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<b>SINGAPORE MANAGEMENT UNIVERSITY</b> <b>Master of Professional Accounting</b> GPA 4.0	<b>May 2017</b>
<b>National Institute of Education (NIE)</b> <b>Postgraduate Diploma in Education</b> • Distinction	<b>May 1996</b>
<b>National University of Singapore</b> <b>Bachelor of Business Administration</b> • Major in Finance • First Class honours	<b>May 1993</b>

**EXPERIENCE**

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<b>SMU</b> <b>Senior Lecturer</b> • Plan and deliver course in ACCT 101, ACCT 102/112 including setting projects/assessments alongside partnering instructors.	<b>July 2023 – Present</b>
<b>Adjunct Lecturer</b> • As above	<b>May 2019 – June 2023</b>
<b>KAPLAN SINGAPORE</b> <b>Freelance Lecturer</b> • Currently delivering the advanced financial reporting course in the Singapore CA foundation program. • Planned and delivered the financial accounting (F3), finance (F9) papers in the ACCA programme, the financial reporting (FR) paper for CPA Australia. • Wrote materials for ACCA and SCA program, and for Kaplan blended learning videos and online interactive modules. • Set assessments for the programs. • Collaborate with fellow lecturers on teaching materials and assessments.	<b>May 2012 - present</b>
<b>ASCENSIA ACADEMY</b> <b>Subject Coordinator</b> • Taught Principles of Accounts at 'O' levels and Secondary Mathematics. • Organized student activities including orientations and bonding camps.	<b>May 2007 - March 2012</b>
<b>MINISTRY OF EDUCATION</b> <b>Teacher/Subject Coordinator</b> • Taught 'A' levels Management of Business and Principle of Accounts, 'O' levels Principles of Accounts, Lower Secondary Mathematics. • Prepared annual work plans, appraisal reports, budget proposals for the department. • Worked with Singapore's network of accounting teachers to compile examination resources • Guided the student council and developed team building and leadership skills in students, headed committees such as Speech Day and took charge of co-curricular activities such as the School Band and Basketball.	<b>July 1996 - April 2007</b>
<b>MAYBANK SINGAPORE</b> <b>Accounts Manager</b> • Managed a portfolio of corporate clients in corporate loans department. • Seconded to study and propose workflow in the systems and productivity department.	<b>May 1993- February 1995</b>

**ADDITIONAL**

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- Language proficiency: Fluent in English & Mandarin
- CPA Australia

