

# Diana Hemsin

## Based in Singapore

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### **BUSINESS EXPERIENCE**

#### **GROUP FINANCIAL CONTROLLER** Oct 2020 – Dec 2023

*Nexus Frontier Tech (AI, Corporate Services), Singapore*

- **Strategic Financial Leadership:** Directed all aspects of budgeting, forecasting, finance, and cash management functions, ensuring alignment with the company's overarching strategic goals.
- **Executive-Level Reporting:** Crafted comprehensive executive- and Board-level presentations, showcasing Budgets, Forecasts, and Actuals vs Targets financials alongside detailed KPI reporting. These presentations served as instrumental tools for strategic decision-making.
- **Financial Planning Expertise:** Spearheaded the meticulous process and preparation of annual budgets, monthly and quarterly forecasts. Managed the intricacies of the annual operating budget while providing indispensable support for long-term strategic planning initiatives.
- **Compensation Strategy Advisement:** Advised on compensation matters, including equity and bonus planning, contributing to the development of a competitive and motivating remuneration structure.
- **Global Financial Oversight:** Led all aspects of Financial Planning & Analysis (FP&A) and Consolidation for the business, overseeing operations in Asia and Europe. Refined and reported on key performance indicators (KPIs) to offer valuable insights into the company's financial health.
- **Financial Modelling:** Applied advanced financial modelling techniques, predicting and managing cash flows with precision and foresight.
- **C-Suite Collaboration:** Reported directly to the CEO and collaborated to develop both long-term and short-term financial goals, aligning financial strategies with the broader business vision.
- **Actionable Business Insights:** Developed and refined reports and dashboards, providing actionable insights into the levers of the business. This strategic approach facilitated informed decision-making across all levels of the organisation.
- **Team Leadership:** Steered the Company's finance team, fostering a high-performance culture. Promoted a sense of urgency for goal achievement while maintaining open communication and productive relationships with senior leadership, operations leads, and the broader finance team.

#### **MANAGEMENT ACCOUNTANT** Oct 2017 – Sep 2019

*Ahli United Bank (Bank, Back Office), London UK*

- **Strategic Oversight and Training:** Managed and mentored the accounts payable assistant, cultivating a skilled and efficient financial team.
- **Board-Level Reporting:** Delivered daily board reports for Management Information Systems (MIS), providing comprehensive Profit and Loss (P&L) analysis for net interest income and Treasury P&L.
- **Performance Analysis:** Conducted monthly and yearly in-depth analytical reviews of group performance and financial position, presenting insights to top management for informed decision-making.
- **Financial Market:** Prepared and analysed daily net interest margin and monthly foreign exchange (FX) sell-down reports for the Treasury department, contributing to effective risk management strategies.

- **Financial Planning:** Led the preparation of monthly Operational Expenditure (OPEX) forecasts, annual OPEX, and revenue budgets, ensuring fiscal prudence and aligning financial plans with organisational goals.
- **Fixed Assets:** Oversaw the fixed assets register, actively contributing to financial accuracy by preparing and posting journals for accruals, prepayments, and monthly depreciation journals.
- **Tax and Compliance Contributions:** Assisted in the preparation of quarterly VAT accounting and return submission, providing critical support for compliance adherence. Managed the intercompany reconciliation process for Nostros/suspense accounts.
- **International Financial Transactions:** Managed SWIFT messages and collaborated closely with the Settlements Department to ensure seamless international financial operations.
- **Systems Implementation:** Successfully implemented the Broadridge Cash Reconciliation PROactive system from testing to production for London, UK, showcasing adaptability and technological acumen.
- **Regulatory Compliance and Reporting:** Prepared and submitted quarterly payments practices reports to HMRC, demonstrating a commitment to regulatory diligence. Drafted financial statements for statutory audit and provided invaluable support for internal and external auditors.

**ACCOUNTANT** Jul 2017 – Oct 2017

**De Beers Diamond Jewellers (Luxury Goods, Back Office), London UK**

- **Accounts Payables:** Processed invoices, gained authorisations, and managed payment runs.
- **Intercompany Financial Coordination:** Posted bank transactions and prepared monthly intrastate and packaging reports.
- **Reporting and Ledger Maintenance:** Maintained fixed assets register and conducted ledger maintenance and statements reconciliation.

**PROCESSING FINANCE ANALYST** Apr 2017 – Jul 2017

**Wonga (Fintech, Back Office), London UK**

- **Accounts Payables:** Checked postings, approvals, and coding in Concur and Accpac.
- **Reconciliations:** Reconciled daily bank accounts and statements.
- **Reporting:** Assisted with month-end closure and preparation of accruals, analysed employee expenses and corporate credit cards.
- **Documentation:** Prepared analysis on specific ledger accounts and documentation for audits.

**TRANSACTIONS SUPPORT OFFICER** Nov 2015 – Apr 2017

**British Transport Police (Public Sector, Back Office), London UK**

**Team Leader for Accounts Receivable, Accounts Payable, Banking and Treasury**

- **Team Leadership:** Trained staff within the organisation on all aspects of accounts payable, accounts receivable and cash and bank functions.
- **Credit Management:** Managed credit control for over 150 commercial customers and prepared weekly meetings and monthly KPI reports.
- **Accounts Receivables:** Processed daily AR Receipts and Credits allocations, posted batches and checked/authorised Internal invoices, created standing orders, Direct Debit creation/ maintenance and PSA non-Direct Debit invoices.
- **Accounts Payables:** Processed payment runs, Faster Payment or CHAPS transfer requests in relation to salaries/expenses, TAX & NINS, VAT returns, Accounts Payable payments including international transfers, payment received in error, DFT loan repayment.
- **Reporting:** Assisted with internal and external audit.

## ***EDUCATION***

**ACCA CURRENT STUDENT – LSBF** Aug 2019 - Present

**CANTERBURY CHRIST CHURCH UNIVERSITY, Canterbury, UK** Sep 2008 – Jun 2011 ***Bachelor of Crime and Policing***

## ***SKILLS, LANGUAGES AND EXTRA-CURRICULAR***

- ***Skills:*** Xero, Oracle, SAP, Accpac-SAGE, PROactive, Broadridge, CITRIX, Advanced Excel (Vlookups,Pivot Tables), Power BI,MS Access, ARCGIS, Slack, Dext, Approval Max, Talenox, Timetastic, Trello, Teamtailor, Spotlight Reporting, Hubspot
- ***Languages:*** English (fluent), French (fluent), Romanian(fluent), Spanish (Basic), Thai (A1, Ongoing studies)
- ***Interests:*** Travelling, Languages, Running, Soccer, Volunteering