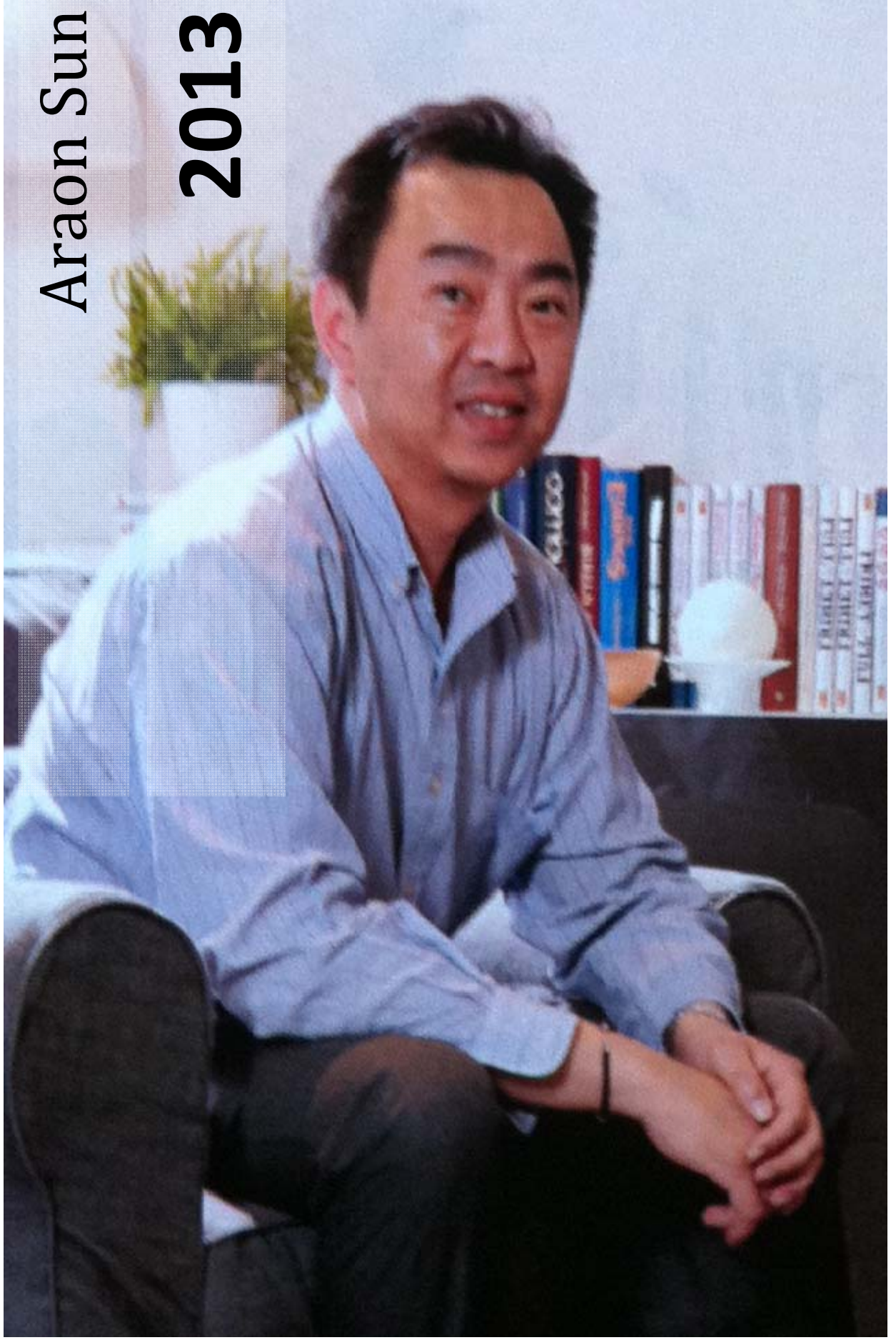


Resume

Araon Sun

2013



Executive Profile

Motivated, solutions-focused Finance Professional and Senior Business Manager with over 12 years' experience within the Finance sector, driving business growth through the development and implementation of innovative and effective financial strategies. I always identify opportunities and provide tactical business solutions, with a keen aptitude for meeting and exceeding personal, organisational and client expectations.

Recognised for strong communication, interpersonal, negotiation skills and developing firm relationships with internal and external stakeholders to ensure accurate application of key process initiatives across the organisation.

Career Achievements

- Negotiated, Set up and maintained pricing models for three biggest Detention Centres in Australia. Successfully completed a number of contract variations with the Department of Immigration.
- Budgeted for and monitored progress of projects (New Detention Facilities) with periodic cost management updates and verified forecasts. This was done with working closely with the operational teams.
- Introduction of National Cost Analysis - Identified cost drivers for different cost centres to enable correct allocation of costs providing transparency and clarity of their behaviour.

Areas of Strengths

Financial Reporting

Proven and very successful reputation in delivering accounting and reporting monthly, quarterly and annual results safely, accurately and on time to corporate standards for management and statutory purposes.

Committed to a clean balance sheet and results with "no surprises".

Information Technology

High levels of computer literacy including MS Suite (EXCEL to pivot tables and macro's) and fully integrated ERP systems (SAP, MSGP & MS Micropay) and managing these system to meet the changing needs of the business.

Staff Management

An intuitive leadership style; very experienced in all aspects of leading and managing teams - including hiring, training, coaching, mentoring reviewing and rewarding performance

Quality Assurance

Extensive experience in governance, internal control, policies and procedures, the development and implementation of compliance systems - in particular, compliance

skills relating to corporate and government reporting - skilled at managing operations and minimising risk.

Business Analysis

Analysed variance between actual and budget costs and carried out root cause analysis with profit centre managers. Corrective action was recommended to eliminate or minimise any controllable variances.

Other Strengths

- Experiential way of learning and strong mathematical mind, able to whittle even the most complex situation down to comprehensible component parts.
- High-level managerial and leadership skills, including commitment to workplace equality and diversity, participative work practices and occupational health and safety.
- Capacity to perform effectively under pressure and in the face of conflicting demands and competing interests, including delegating and prioritising work appropriately.
- Resilience in a high-pressure and changing work environment, including the capacity to deal appropriately with criticism from a range of interested parties.

Professional Background

Finance, Payroll & Administration Consultant (2013 to Present)

Vision 5 Group Pty Ltd (Perth WA)

(Luxury residential home builder & sourcing new building techniques and building products not found anywhere else in WA)

Finance Assistant (2012 to 2013)

AMCAA (International) (Hong Kong)

(Air-conditioning providers in Hong Kong, expanding branches into mainland China)

Regional Finance Manager (2009 to 2012)

Serco Australia Detention Services (WA, Christmas Island & NT)

(Serco manages and operates immigration facilities in Australia on behalf of the Department of Immigration and Citizenship)

Regional Business Manager (2003 to 2009)

G4S Australia (WA)

(G4S managed and operated immigration facilities in Australia on behalf of the Department of Immigration and Citizenship)

Operations Support Manager (1998 to 2003)

ACM/GEO Group (Perth, WA)

(ACM/GEO managed and operated immigration facilities in Australia on behalf of the Department of Immigration and Citizenship)

Education

<i>Post -Graduate Certificate in Australian Migration Law & Practice</i> <i>Australia National University</i>	2013 Canberra ACT
<i>B.A., Bachelor of Commerce (Accounting)</i> <i>Curtin University of Technology</i>	2009 Perth WA
<i>B.A., Bachelor of Engineering</i> <i>Imperial College, London University</i>	1988 London UK

Professional Development

<i>HKICPA</i>	<i>HKICPA Qualification Programme</i>	<i>Hong Kong 2013</i>
<i>Central Institute Of Technology</i>	<i>Diploma of Business Administration</i>	<i>Perth 2011</i>
<i>Cengage Education</i>	<i>Certificate IV in Frontline Management</i>	<i>Perth 2011</i>
<i>Curtin University Of Technology</i>	<i>Intermediate Access 2000 Course</i>	<i>Perth 2009</i>
<i>Applied Education</i>	<i>Advance Payroll & Office Tax Procedures</i>	<i>Perth 2008</i>
<i>Applied Education</i>	<i>Quality Management System (ISO 9001:2000)</i>	<i>Perth 2008</i>
<i>Curtin University Of Technology</i>	<i>Advanced Excel 2000 Course</i>	<i>Perth 2008</i>
<i>Curtin University Of Technology</i>	<i>Advanced Word 2000 Course</i>	<i>Perth 2002</i>
<i>ACM</i>	<i>Certificate III in Correctional Practice</i>	<i>Perth 1997</i>
<i>Victoria University</i>	<i>Cultural Awareness Course</i>	<i>Melbourne VIC 1997</i>
<i>Imperial College, London University</i>	<i>Certificate of Manufacturing Technology</i>	<i>London UK 1988</i>

Summary of Skills

<i>Critical Incident Response</i>	<i>SAP – Super User</i>
<i>Critical Incident Stress Awareness</i>	<i>MCP Certificate of Achievement (Network & Operating System 2151)</i>
<i>Conflict Management & Negotiation Skills</i>	<i>Microsoft – Great Plains eEnterprise(Administrator)</i>
<i>Micropay – (Manager)</i>	<i>MS Excel, Word, Access, Outlook (Advance)</i>

Recognition

<i>Recognition of 5 years of Services</i>	<i>ACM Detention Services, 2003</i>
<i>Detention Service Employee of the Year 2002</i>	<i>ACM Detention Services, 2003</i>
<i>Letter of Recognition</i>	<i>Department of Immigration, 2003</i>
<i>National Employee of the Year 2002 (Runner Up)</i>	<i>ACM Global, 2002</i>
<i>National Trainee of the Year 1997</i>	<i>ACM Detention Services, 1997</i>