

CONFIDENTIAL PROFILE



MR. MANA PHUSUWAN

SUMMARY PROFILE

- Almost 10 years of experience in internal auditing. I'd like to use my knowledge to help the organization adapt and create the most value and benefits.
- Have been appointed a secretary sub-committee such as audit committee and risk management committee.
- Have a experience in company IPO such as provide policy, meeting and internal control.
- Have been appointed a data protection officer (DPO position) in personal data protection Act (PDPA).
- Have a good computer, system work, presentation skill and ready to quickly learn new things.
- Have a good interpersonal and teamwork, a positive attitude and energy to work, adaptability and flexibility to job, including management human and system skill.

WORK EXPERIENCE

Internal Auditor Manager.

Sep 2565 – Feb 2566

Tasco International CO., LTD

Industry: Feed mill

- Creating draft internal audit year plans and presenting to MD and AC for approval.
- Have been appointed a secretary of Audit Committee, such as creating draft agenda audit committee meeting an invitation to a meeting audit committee and attendance, preparing the audit committee attendance fee, follow up and report quarter committee.
- Have been appointed a data protection officer (DPO) in Personal Data Protection Act. such as training staff, audit and compliance in law, recommendation
- Outsourcing procurement in internal auditing, until writing memo for approval, recruitment outsourcing, report to Audit committee & Board committee, review a contact, coordinated, audit control, screening information that is critical and confidential paper evidence to the company before delivering to a third party and together review draft report with member before present to the manager director & audit committee.
- Management and control each department Human resource, Company secretly.
- Have been appointed a secretary of Risk Management Committee.
- Control office equipment and asset of department.
- Review and update the internal audit department job description and KPI.
- Estimate the internal audit department's annual budget.

Internal Auditor Senior.

2562 – Aug 2565

Thaipaboorn Insurance PLC.

Industry: Insurance

- Creating draft internal audit year plans and presenting to manager director and audit committee for approval.

- Perform the internal audit year plan in head office and Branch, such as inviting open meeting, primary documentation data flowcharts survey, analyzing and evaluating, creating draft audit program and provide working paper, exit meeting creating draft report with auditee, and summary audit reports to the CEO & audit committee including monitoring follow up report.
- Have been a secretary of audit Committee, such as creating draft agenda audit committee meeting an invitation to a meeting audit committee and attendance, preparing the audit committee attendance fee, follow up and report quarter committee.
- Outsourcing procurement in internal auditing, until writing memo for approval, recruitment outsourcing, report to Audit committee & Board committee, review a contact, coordinated, audit control, screening information that is critical and confidential paper evidence to the company before delivering to a third party and together review draft report with member before present to the CEO & audit committee.
- Control office equipment and asset of department.
- Estimate the internal audit department's annual budget.
- Draft firm policy and practices in company such as cost policies, and including observe meeting within company.
- Organize training & work shop sessions for them on topic like internal control, AMLO, Risk, Fraud and other for to increase employee awareness of the organization.
- Review and update the internal audit job description and KPI.

Internal Auditor Supervisor.

2559 – 2562

Thai Polycons PLC.

Industry: Property and Construction

- Creating draft internal audit year plans and presenting to chief audit executive for approval.
- Perform the internal audit year plan in head office and upcountry such as inviting attendees open meeting, primary documentation data flowcharts survey, analyzing and evaluating, creating draft audit program and provide working paper, exit meeting draft report with auditee and creating summary audit report.
- Management the internal auditor team.
- Presentation on the status of the company project.
- Interview and recruitment candidates for the internal audit team.
- Review and update the internal audit department job description and KPI.
- Estimate the internal audit department's annual budget.

Internal Auditor Senior.

2559 – 2559

Charn Issara Development PLC.

Industry: Property and Construction

- Perform the internal audit year plan in head office.

- Provide working paper and report audit to chief audit executive.
- Draft report quarter committee.
- Other responsibilities as assigned.

Internal Auditor Officer.

2556 – 2558

Areeya Property PLC.

Industry: Property and Construction

- Perform the internal audit year plan in head office and project site.
- Provide working paper and report audit to chief audit executive.
- Draft report quarter committee and preparing the audit committee attendance fee.
- Other responsibilities as assigned.

EDUCATION

Mahidol University

2550 – 2554

- The Degree of Bachelor of Science (Sport Science).

High school (Sutheewittaya)

2546 – 2549

- Mathematics and Science Program.
- Have been student council

MISCELLANEOUS

- Training Introduction to Data Analytics.
Personal Data Protection Act (PDPA).
Internal Audit Certificate Program.
Fraud Audit.
Compliance Audit.
Risk management of ISO.
AMLO.
Seminar New Internal Audit.
Student council in high school.
- Computer Skill Word, Excel, Power Point, Visio, ERP, P&O, Internet, E-mail,
(Good)
- Language Thai (Good)
English (Fair)
- Special Skill MC (thaipaiboon channel)
Photographer, Amulet, Singer,

Personal data and contact

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