

HANI KHALED

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OBJECTIVE

Accounting and Finance undergraduate at Asia Pacific University (APU), specializing in Technology, seeking a 4-month internship. Available to start immediately. Proficient in Power BI, Excel, and SQL, SAP with practical experience through university coursework, a financial dashboard project, and volunteer finance roles.

EDUCATION

Bachelor of Accounting and Finance, specialism in Technology

Asia Pacific University (APU), Malaysia

Expected Graduation end of 2027

EXPERIENCE

Finance Assistant (Volunteer) | Accounting Club, Asia Pacific University 2025 – 2026

- Recorded and maintained accurate transaction records for club activities, verifying supporting documents prior to posting.
- Tracked income, expenses, and membership payments; supported event budgeting for 5+ club events per semester.
- Prepared financial summaries and reports for committee review, ensuring accuracy and confidentiality of records.
- Organized and maintained financial and administrative files for audit-readiness.

Library Assistant | Asia Pacific University 2025

- Recorded and maintained library transaction records, assisting students with borrowing and returns.
- Performed data entry in Microsoft Excel to update inventory and documentation records.
- Maintained accuracy and confidentiality of library records while providing administrative support to staff.

PROJECTS

Financial Performance Dashboard | Power BI

- Developed an interactive Power BI dashboard analyzing financial statements and key KPIs to support business decision-making.
- Combined Excel and Power BI data models to create dynamic, drill-down visualizations for stakeholder review.

Energy Price Forecasting | R Studio

- Built an ARIMA time-series forecasting model in R to predict energy price trends and evaluate forecast accuracy.
- Presented insights through statistical charts, translating model output into actionable observations.

SKILLS

Technical: Excel (Pivot Tables, VLOOKUP), Power BI, SQL, R Studio, SAP Basics, QuickBooks Basics, IFRS Basics, Financial Statement Analysis, Budgeting & Forecasting, Variance Analysis, AP/AR, Bookkeeping & Reconciliations

Soft Skills: Analytical Thinking, Attention to Detail, Problem Solving, Time Management, Teamwork, Communication, Adaptability

ACTIVITIES

- Accounting Club – participated in workshops and peer discussions on accounting practices and career development.
- CIMA Industry Session – attended CIMA-hosted sessions on management accounting and industry trends.
- MX Global Malaysia – attended fintech industry event on emerging financial technology trends.

LANGUAGES

English (Fluent)

Arabic (Native)