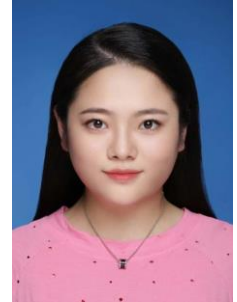


# ZHU, CHENGLIN (SELIN)

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## SUMMARY

- Over 8 years' experience in accounting, finance, and administrative affairs.
- Participated in angel, pre-A, and other rounds of fund raising for start-ups, received over ¥7 million (~9.8MNOK) investment fund in total.
- Organized over 35 big events, including family days, annual meetings, and ceremonies.
- Rich experience in team management and company regulation via serving 2 start-ups.

## EDUCATION

2014 Bachelor, Accounting, Nanjing University of Finance & Economics, Nanjing, China

## WORK EXPERIENCE

1/2022 – now **Wai Environmental Solutions (Suzhou) Co., Ltd, Jiangsu, China**

*Office Director*

- Responsible for company daily affairs, company asset management, and HR
- Emphasize on accounting, company regulation, and project coordination

7/2020 – 10/2021 **Planet Data Technology (Suzhou) Co., Ltd, Jiangsu, China**

*Office Director (1/2021 – 10/2021)*

- Participate in "MiraclePlus" fund raising, received ¥3 million (~4.2MNOK) investment fund in total
- Responsible for the employee relationship management and human resources planning
- Responsible for public affairs and coordinate the cooperation with local government
- Lead the department team of 6 people
- Other administrative, financial, and managerial tasks
- Develop the first 3-year plan, including local talent programs, company qualifications, intellectual property etc. with 4 accomplishments including
  - 2020 Suzhou High-tech District Technology Innovation and Entrepreneurship Leading Talent Program "Entrepreneurship Leading Talent"
  - 2021 Suzhou Science and Technology Plan (Talent Special) Enterprise
  - The fifth batch of selected technology-based SMEs in Jiangsu Province in 2021
  - The second batch of selected private technology enterprises in Jiangsu Province in 2021

*Financial executive (7/2020 – 1/2021)*

- Responsible for financial management, budgeting, business data analysis and risk supervision
- Participate in angel and pre-A round fund raising, received ¥4 million (~5.6MNOK) investment fund in total
- Involved in the acquisition of a company in Beijing, China
- Establish employee handbook and company regulations

8/2017 – 7/2020 **Shanghai Certified Accounting (Suzhou Branch) Co., Ltd, Jiangsu, China**

*General Ledger Accountant*

- Provide monthly financial services to 10 taxpayers
- Responsible for trademark registration and company registration
- Participate in corporate tax planning and annual audit
- Provide corporate consulting services

8/2014 – 8/2017 **Suzhou LongShiTeng Advertising Exhibition Co., Ltd, Jiangsu, China**

*Event Coordinator & Accounting*

- Responsible for company-wide accounting
- Coordinate project planning, budgeting, personnel arrangement, execution, and reporting

## LICENSES

- Certificate of Accounting Professional
- Certificate of High-Tech Information of National Computer Examination
- Certificate of Abacus Qualification Test
- Certificate of Professional Chinese Proficiency

## LANGUAGES

- English (basic), Chinese (mother tongue)