

MR. PAUL GOIMOND

Universite des Sciences et Technologies de Lille

Period of Training: 18 May 2009 – 22 September 2009

Personal Information

Address: 169 Quai Maurice Metrayer
79000 Niort, France

Contact No.: +336 72 25 53 78

Birth date: January 25, 1982

Email Address: paulgoimond@hotmail.fr



RESPONSIBILITIES:

Paul did his training with the Marketing, Accounting and Auditing Team of Panwa Group of Companies under the supervision of Ms. Wilailuk Chimtanoo and Ms. Sugunya Kankhum. His trainers are Ms. Myra Bago, Ms. Wannida Sarikha and Mr. Wattanachai Pitandinpin. During his training, he is responsible in audit jobs such as vouching income and expenses, vouching asset and liabilities, drafting financial statement and preparation of supporting documents.



In the above photos, Paul is assigned to make presentation for his fellow trainees about the basic knowledge on accounting, auditing and tax in Thailand as well as the usual business process of the company in rendering services to its foreign and local clients including background of Panwa Group and regulation and law for investment in Thailand. This task aimed to train Paul not only to know the basic information about the company but also to present in front of his fellow trainees who are not native listener and speaker of English.



(Above) Paul used to edit the draft of financial statement. He prepares to issue the original financial statement to the client for submission to the related government department.



Ms. Wannida Sarikha gives instruction to her trainee on how to prepare and issue the financial statements.

Paul has been trained also to do the accounting whereas he handled a particular company to perform actual monthly accounting and prepare the monthly report as well. This involves recording of accounting transactions on its respective vouchers, encoding the recorded accounts in the accounting software, matching the printout ledgers with the recorded file, updating the details of each account and preparing the monthly report such as Balance Sheet, Income Statement and Profit & Loss.

As for Marketing, he worked closely with the Managing Director, Mr. Prasert Pothong and with his trainer Ms. Myra Bago. He has been responsible for doing research on the topics for knowledge and creation of proper wordings for marketing presentation as well as the presentation of new ideas on how to improve the marketing strategies of the company . He did also his contribution on how to improve the marketing strategies of the company as well as presentation of certain advertisement for the business services offered to the clients.



Paul with some of the employees of Panwa Group during one of the Staff Refreshment



Paul with the employees of Panwa Group during the company holiday in Samed Island, Rayong, Thailand



Paul with P' Num, Myra and P' Nan at Suvarnabhumi Airport before his flight to London



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22 September 2009

Mr. Paul Goimond
169 Quai Maurice Mettrayer
79000 Niort, France

Dear Mr. Goimond,

We thank you for rendering your internship training in Panwa Group of Companies. For the past 4 months, we acknowledged your dedication, perseverance and cooperation in doing such responsibilities as part of your training. Indeed, we really appreciated your presence here in our company not only as a trainee but also as part of our team and family. The friendship that you built with our team will always be remembered.

We wish you good luck in your next endeavor. We are also looking forward to your success in the future.

Yours truly,

A handwritten signature in black ink that reads "Prasert P." with a stylized flourish at the end.

Mr. Prasert Poothong
Managing Director
Panwa Group of Companies
C.P.A. (Thailand) 5741