

# 商务财务会计华语证书

## Certificate in Business Mandarin Specialising in Finance & Accounting Terms

**TA** -TA Hub Campus

**PP** -City Campus

Course Code: LBMFA1702

### SCHEDULE

Date:

**22<sup>nd</sup> Sep to 1<sup>st</sup> Dec 2017** **PP**

**Every Friday**

**9.30am – 5.30pm**

Closing Date for Registration:

7 days before class

Commencement

**Total Training Hours: 30 hours**

### Course Fees

**\$S600+GST (Member)**

**\$S650+GST (Non-member)**

SCCIOB reserves the right to cancel or postpone the course, change the trainer and venue due to unforeseen circumstances.

Please refer to our website

[www.sccciob.edu.sg](http://www.sccciob.edu.sg) on refund policy.

*Up to \$250 Union Training Assistance Programme (UTAP) benefits for NTUC Union Members. For more details visit: <http://skillsupgrade.ntuc.org.sg>*

For registration and enquiries,

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#### TA Hub Campus

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#04-10 Trade Association Hub  
Singapore 609431

#### City Campus

111 North Bridge Road  
#06-05/06 Peninsula Plaza  
Singapore 179098

### Introduction

Are you grappling with Chinese financial terms when you work with Chinese clients?

This course aims to equip learners with general Chinese financial and accounting terminologies. Soft skills including Chinese business etiquette and business presentation in Chinese are also featured.

Business reports and news articles will be incorporated to include realistic examples from work.

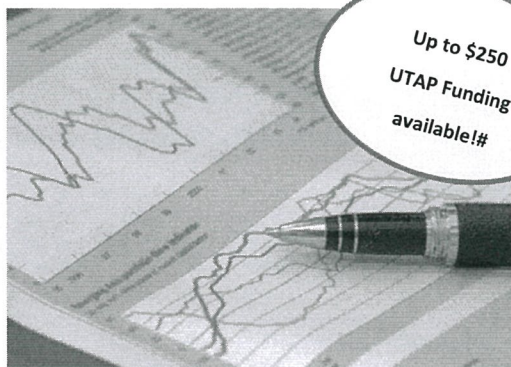
### Course Objectives

After completion of the programme, participants should be able to:

- Chinese Business Etiquette
- Business and Economic Terms
- Accounting Terms
- Financial Statements
- Numerical expressions and their application
- Corporate Profile
- Products and Services
- Overview of Chinese Finance Structure
- Business Negotiation
- Business Presentation in Chinese
- Reading and Translation of business-related articles and more....

### Entry Requirements

Minimum C6 pass in 'O' level Chinese or equivalent.



### Who Should Attend

This course is ideal for:

Specially designed for learners working in the financial or accounting sectors and are able to speak and read in Chinese but are not proficient in using Chinese to communicate for business purpose.

### Assessment & Certificate

Participants who fulfill at least 75% of attendance for the whole course and pass the end-of-course assessment will be awarded Certificate of Proficiency. Participants who met the minimum attendance but do not pass the assessment will be issued with Certificate of Attendance.