



ANASTASIA IRENE
Kopo Permai II blok 2CD No. 20, Bandung, 40227,
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EMPLOYMENT OBJECTIVE

A career in accounting, specifically in the areas of general accounting also tax and audit that will optimally utilize strong analytical skills

EDUCATION

MARANATHA CHRISTIAN UNIVERSITY Bandung, Indonesia Economy Major. Concentration: Accounting GPA 3.77	January 2013
PLAY GROUP BANDUNG ENGLISH CENTRE , Bandung, Indonesia	June 1995
TK YOS SUDARSO , Bandung, Indonesia	June 1997
SDK KALAM KUDUS , Bandung, Indonesia	June 2003
SMPK KALAM KUDUS , Bandung, Indonesia	June 2006
SMAK 1 BINA BAKTI , Bandung, Indonesia	June 2009

EXPERIENCE

Credentio Consultant Management and Accounting Advisory Company
Bandung, Indonesia
January - September 2013

Employee, Staff in Accounting and Auditing Consultant

Job Description: Go to see client and check their inventory, check the machine, equipment, financial reports, reconciliation reports, and also audit reports.

PT ARTABOGA CEMERLANG (OT GROUP)

Bandung, Indonesia

October - December 2013

Employee, Supervisor in Merchandising

Job Description: Control the product showing in supermarket also supervise for about 200 sales promotion girl and sales promotion boy in West Java province area, and make a financial reports.

PT CAPRIFARMINDO LABORATORIES (SANBE FARMA GROUP)

Bandung, Indonesia

January 2014 - September 2016

Employee, Assistant Supervisor Accounting Fiscal and Internal

Job Description: Checking all the transaction process, make reconciliation reports of account receivable and debt, make recapitulation also billing to the third party of all the debt and account receivable, make a reports about deposit tax to the bank, make a financial reports, journal and also make pph 21, pph 22, pph 23, pph 25, pph 26.

Hotel 101 Dago,

Bandung, Indonesia

February 2017 - May 2017

Employee, Assistant Chief Accounting and Finance

Job Description: Make recapitulation of all account receivable and debt from the third party, check the cash purchase, make a journal, make a financial reports, checking audit income, and also checking all the transaction.

PT Kaldu Sari Nabati Indonesia

Bandung, Indonesia

March 2018 - June 2019

Employee, Supervisor Finance Banking

Job Description: Make reporting and monitor about bank credit agreement, check all obligation that payment due to bank agreement (finance reporting and all negative covenant), make a report about asset, stock appraisal due to timeline also make regular report such as bank outstanding report, lending, and all finance banking administration and responsible to filling all documentation due to bank (BOD and BOC approval, legal credit, RUPS, invoice), Checking all report financial statement, Checking Purchase Order in program SAP and make Purchase Requisition for payment all vendors.

ADDITIONAL INFORMATION

- Proficient in speaking English (middle)
- Proficient in the following technologies:
 - Operating Systems: Windows variants
 - Microsoft Office (Word, Excel, Access, Power Point)
- Participant of “Second Maranatha Accounting Competition” 2011
- Participant of workshop “Dampak Penerapan IFRS terhadap penyajian laporan keuangan” 2011
- Participant of Seminar “Dunia Audit dan Tantangan ke Depan ” October, 28 2011
- Participant of Seminar “Peluang Karir Chartered Financial Analyst (CFA)” 2011
- Participant of Seminar “Doing Business Globally” 2012
- Participant of Training “Hukum Intensif Jaminan” by Kaldu Sari Nabati Indonesia 2018