

GLOSSARY

Terms	Definition
GR/IR	A temporary account used by PT X as a contra account's natural balance.
F/H ITL INB	Costs of handling the delivery of the equipment from abroad until it arrives at a port in Indonesia.
GINI	A temporary account used by PT X as a contra account of inventory unit in the process of asset roll-in.
Commissioning	Activities done by technician or service man in bringing the asset into working condition.

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CURRICULUM VITAE

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Personal Information

Nationality	Indonesian
Date of Birth	21 January 2002
Gender	Female

Working Experience

PT Trakindo Utama	March – June 2023
Intern – Accounts Payable (AP)	South Jakarta, DKI Jakarta
<ul style="list-style-type: none">• Sorting and numbering invoices document from all vendors for the year 2019 – 2023• Download CAT invoices and input data to the mass upload file in Excel	
KAP Heliantono & Rekan - Parker Russell Indonesia	February – August 2022
Junior	South Jakarta, DKI Jakarta
<ul style="list-style-type: none">• Involve in an Agreed-upon Procedures (AuP) project; an audit regarding selling price and distributors' invoices reconciliation• Involve in a General Audit project for the annual financial reporting• Involve in an Internal Control over Financial Reporting (ICoFR) project	
PT Arara Abadi (Sinarmas Forestry)	July – August 2021
Intern – Project Management Office (PMO)	Tangerang, Banten
<ul style="list-style-type: none">• Check and review Take Over, <i>Kerja Sama Operasional</i>, & New Permit documents related to land and forestry business operations as well as the supporting documents	

Education

Swiss German University, Alam Sutera	2019 – 2023
Majoring in Accounting	Tangerang, Banten
<ul style="list-style-type: none">• Cumulative GPA 3.87 (Semester 1-7)	
SMA Negeri 2 Kota Tangerang Selatan	2017 – 2019
Majoring in Natural Sciences (<i>IPA</i>)	South Tangerang, Banten
<ul style="list-style-type: none">• Acceleration program (graduated in 2 years of study)	

Skills

Language Spoken	Bahasa Indonesia, English
Computer Skill	Microsoft Office
Software	ACCURATE ONLINE, ACL

Organizational Activities

GPIB "Ora et Labora" Serpong	February – December 2021
Member of LIVE Streaming & Multimedia Team	South Tangerang, Banten
<ul style="list-style-type: none">• Manage scheduling the team in duty and provide support if necessary• Create multimedia slides using Canva for Online Church Service every Sunday and Wednesday	