



REZA FARAI BADREISY

SENIOR FINANCE, ACCOUNTING & TAX

Personal Profil :

Saya adalah seorang Finance, Accounting & Tax yang sudah berpengalaman kerja lebih dari 9 tahun, memiliki potensi dalam keuangan yang baik secara by system ataupun manual serta ilmu perpajakan, Analisa dalam mengatur keuangan yang baik dan juga mahir dalam pengerjaan Ms.Excell.

Reza / Laki Laki / Bekasi, 19 November 1991 / Islam / Belum Menikah / TB 169 Cm / BB 70 Kg / 31Thn

CONTACT

-  Bekasi, Pondok Hijau Permai. Jl. Dahlia 1 Blok F1 15
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-  0812-8697-7813
-  Reza Farai Badreisy

EDUCATION

BACHELOR OF ECONOMIC

Accounting.
Universitas Timbul Nusantara
(Utira-Ibek) . Jakarta Barat
Periode 2014 - 2016

DIPLOMA III ACCOUNTING

Institut Pertanian Bogor (IPB)
Periode 2009 -2012

EDUCATION NON FORMAL

SERTIFIKAT ENGLISH PRO

Level High Intermediate /
Bekasi / 2012- 2014

SERTIFIKAT COMPUTERTOTS

Level Professional / Bekasi /
2009- 2012

OFFICE SKILLS

- Handle & Control Flow Finance Accounting Tax.
- Handle Tax & Input to Applications All Tax (PPN, PPH 21, PPH 22, PPH 23 In & Out, PPh FINAL 4 ayat 2 , PEB, PIB, SPT Tahunan, Support to Management PPh Badan, DII)
- Handling AR, AP, Invoice, Journal, Tax, Petty Cash, Reconciliation Bank & Update Bank Daily, Update COGS, Komisi, Stock Opname, Support to Manager Finance Statement, Support to Audit Finance Company)
- Good Microsoft Office and Microsoft Excell (Pivot Table, V-Look up, H Look up, Index Match, Macro, Improve templete finance, Voucher, Fungsi IF, Sum IF Product, DII)
- Handle to DJP Online ,E-Faktur, E- SPT, E-Filing, E-Form, Online Pajak, Activity to Tax company E-Form , Web E Faktur , DII)
- Handle & Control Budgeting - Cash Flow Company Daily, Monthly and year.
- Good Improve Data Financial Team, High integrity, Responsibility , Leader and Support Team, and Good Working Attitude.
- Create to Applications Tranfer Bank BCA USD IDR, Bank Mandiri, Bank Maybank USD IDR, Bank Permata, CIMB Niaga USD IDR
- Prepare Payment to Vendor, Activity Operational Company, DII.
- Filling document and Monitoring Employee to Advance Payment.
- Monitoring Epenses and report to Management.
- Good Finance System : Accurate, Infor LN, Odoo.

LANGUAGE PROFICIENCY

- Good Language English(Level Intermediate)
Writing, Speaking and Listening.



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EXPERIENCE OF SEMINAR

- **Kewirausahaan (th 2012)**
Institut Pertanian Bogor (IPB)
/ Bogor /
- **Government Finance (th 2012)**
Institut Pertanian Bogor (IPB)
/ Bogor /
- **Finance Technology (th 2012)**
Institut Pertanian Bogor (IPB)
/ Bogor /
- **Leadership (th 2016)**
Universitas Timbul Nusantara
/ Jakarta Barat / 2
- **Tax Centre (th 2017)**
KPP Madya Bekasi
/ Bekasi / 2
- **Prepopulated Efaktur (th 2020)**
KPP Madya Bekasi
/ Bekasi /
- **Microsoft Excell & Profesional Office**
Computertots 2016
/ Bekasi /

WORK EXPERIENCE

PT. Murano Glassindo Makmur (Cakung - Jaktim)

INDUSTRI : MANUFAKTURING GLASS
SPESIALIASI : KEUANGAN - AKUNTANSI
BIDANG PEKERJAAN : FINANCE ACCOUNTING TAX
JABATAN : SENIOR STAFF FINANCE ACC & TAX
SOFTWARE SYSTEM : ACCURATE & ODOO

PERIODE SEPTEMBER 2021 - SAMPAI SEKARANG.

- HANDLE & CONTROL FLOW FINANCE ACCOUNTING TAX.

MONITORING AR, AP, INVOICE, JOURNAL, TAX, PETTY CASH, RECONCILIATION BANK & UPDATE BANK DAILY, UPDATE COGS, KOMISI, STOCK OPNAME, SUPPORT TO MANAGER FINANCE STATEMENT, SUPPORT TO AUDIT FINANCE COMPANY, UPDATE KOMISI KARYAWAN, SUPPORT TO PAYROLL, UPDATE COGS, CONTROL PO CUSTOMER.
- HANDLE ALL TAX COMPANY.

HANDLE TAX & INPUT TO APLICATIONS ALL TAX (PPN, PPH 21, PPH 22, PPH 23 IN & OUT, PPH FINAL 4 AYAT 2, PEB, PIB, SPT TAHUNAN, SUPPORT TO MANAGEMENT PPH BADAN, DLL)
- HANDLE & CONTROL BUDGETING - CASH FLOW COMPANY .

REPORT TO MANAGER DAILY, MONTHLY AND YEAR.
- CREATE TO APLICATIONS TRANFER BANK .

BCA USD IDR, BANK MANDIRI, BANK MAYBANK USD IDR, BANK PERMATA, CIMB NIAGA USD IDR.
- PREPARE PAYMENT TO VENDOR, ACTIVITY OPERATIONAL COMPANY, DLL.
- FILLING DOCUMENT AND MONITORING EMPLOYEE TO ADVANCE PAYMENT. MONITORING EPENSES AND REPORT TO MANAGEMENT.



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INTERNSHIP EXPERIENCE WORK

• **Badan Pengawasan Keuangan Dan Pembangunan (BPKP)**

Industri : Akuntansi - Audit
Pekerjaan : Akuntansi & Pelaporan keuangan
Jabatan : Biro Keuangan
Periode : Januari 2012 – Juni 2012

Rincian Pekerjaan :

Praktik Kerja Lapangan di Badan Pengawasan Keuangan dan Pembangunan (BPKP) di Biro Keuangan Bagian Sistem Akuntansi Pemerintahan Pusat. Melaporkan sistem akuntansi keuangan dari Unit Akuntansi Pengguna Anggaran (UAKPA) ke UAPPA-W ke UAPPA – E1 sampai ke pemerintahan pusat (UAPPA).

WORK EXPERIENCE

PT. Abacus Kencana Industries (Cikarang Selatan)

INDUSTRI : MANUFACTURING SHEET METAL
SPESIALIASI : KEUANGAN – AKUNTANSI
BIDANG PEKERJAAN : FINANCE ACCOUNTING TAX
JABATAN : SENIOR STAFF FINANCE ACC & TAX
SOFTWARE SYSTEM : INFOR LN

PERIODE AGUSTUSTUS 2012 – SEPTEMBER 2021.

- CREATED INVOICE INFOR (MORE THAN 3 YEAR).
- HANDLE & MONITORING ACCOUNT PAYABLE (MORE THAN 2 YEAR).
- HANDLE & MONITORING ACCOUNT RECEIVABLE (MORE THAN 5 YEAR).
- HANDLE PETTY CASH (MORE THAN 1 YEAR).
- HANDLE JOURNAL ENTRIES BANK IN OUT, PETTY CASH, AP, AR. NON PPN - PPN (MORE THAN 1 YEAR).
- HANDLE TAX & INPUT TO APLICATIONS ALL TAX (PPN, PPH 21, PPH 22, PPH 23 IN & OUT, PPH FINAL 4 AYAT 2 , PEB, PIB, SPT TAHUNAN, SUPPORT TO MANAGEMENT PPH BADAN. (MORE THAN 5 YEAR).
- HANDLE TO DJP ONLINE ,E-FAKTUR, E- SPT, E-FILING, E-FORM, ONLINE PAJAK, ACTIVITY TO TAX COMPANY E-FORM . (MORE THAN 5 YEAR).
- HANDLE KOPERASI COMPANY (MORE THAN 3 YEAR).
- SUPPORT TO MANAGEMENT FINANCE STATEMENT (MORE THAN 3 YEAR).
- SUPPORT TO AUDIT FINANCE STATEMENT(MORE THAN 3 YEAR).