# CURRICULUM VITAE

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THARIKA

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# CAREER OBJECTIVE

* To pursue a challenging career in the field of accountancy and financial management with integrity and competence to achieve highest standard of performance.

# PROFESSIONAL VALUES

* Team player with the accounting expertise and vast exposure to various business functions of the organizations in a wider range of industry sectors.
* Sound technical and problem solving skills gain through work experience and formal education.
* A good knowledge in financial service industries such asBanking, Finance as well as Manufacturing and Services.
* Sound knowledge in Accounting Standards
* Capability of meeting the deadlines.
* Dynamic personality with the objective of reaching the top.

# PROFESSIONAL QUALIFICATIONS

* **Chartered Accountancy Sri Lanka**
* Completed Strategic Level 1 successfully
* Completed 2 subjects (Financial management and Advanced Financial Reporting) in Strategic Level 2 examination.
* **The Association of Accounting Technicians of Sri Lanka**
* Pass Finalist 2010

# ACADEMIC QUALIFICATIONS

* The University of Sri Jayewardenepura, Sri Lanka
* Bsc. Accountancy (Special) Degree – 2nd  class

Major Course Subjects Include:

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| --- | --- |
| * Advance Financial Accounting * Advanced Taxation * Corporate Law * Auditing * Advanced management Accounting * Computer Based Accounting * International Financial Management * Advance Accounting Theory * Financial Statement Analysis * Business Valuation Theory& Appl. | * Cost Management & Accounting * Mathematics * Microeconomics * Macroeconomics * Statistical Analysis for Management * Strategic Management * Operations Management * Political Environment * Marketing Management * Legal Environment |

**COMPUTER LITERACY**

* Fully competent in working on a PC and the use of all Microsoft Office Applications in relation to Accounting and Auditing.
* Posse’s hands on experience in Computer Accounting Packages such asPeachtree, Busy and Oracle.

**WORK EXPERIENCE­­­­­­­**

* **Accountant: Central Polysacks(Pvt) Ltd, Kundasale, Kandy (Manufacturers of Flexible Packaging Materials)**

2015 October to 2016 December

**Duties and responsibilities includes;**

* Monthly Management Accounts Preparation
* Production of Profit and Loss
* To complete and maintain sales invoice and reports
* Accruals and prepayments
* Monthly stock taking & Reconciliation
* Bank reconciliation, Posting and balancing
* Petty cash and other journal posting
* Daily bank receipt posting
* Debtor Creditor Control
* Year End audit analysis
* Set up new supplier/customers on accounting software
* Reports on debtors and creditors
* Quarterly VAT return preparation
* **Auditor-Ernst & Young**

Ernst & Young is one of the largest professional organizations in the world providing professional services in the areas of Auditing, Taxation, Management Advisory and Information Risk Management in over 150 countries. Ernst & Young is the Sri Lankan member firm of Ernst & Young International. Currently Ernst& Young carries out the statutory audits of more than 40% of the listed companies in the Colombo Stock Exchange.

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| --- | --- | --- |
| **Division** | **Designation** | **Period** |
| Audit &Assurance | Audit Assistant | From 05th February 2013 to 06th February 2014 |
| Audit Senior in charge | From 06st February 2014 to 30th September 2015 |

**Duties and responsibilities as a Senior in charge includes;**

As a senior in charge I am responsible for proper conduct and timely completion of the assurance services. I report directly to Manager/Partner. I perform following roles as a senior in charge;

* + Planning, conducting and finalization of audits of financial statements of various types of organizations operating in different industries including **Banking, Finance, Manufacturing, Processing, Trading and Services**.
  + Providing guidance to other members of the audit team on the performance of their duties and review of their work.
  + Preparation / review of financial statements, auditors’ reports to the members and other reports in accordance with relevant standards and legislations.
  + Liaison and co-ordination with client management on all instances in respect of the audit, accounting, tax and client service matters, and troubleshooting.
  + Preparation of management letters and other specific reports as requested by the client, discussion and finalization of the same with client management.

**Duties and responsibilities as aAudit Assistant includes ;**

* + Obtaining an understanding of the business as a whole and the industry in which the client operates, in order to understand the internal control system, accounting systems and their effectiveness and appropriateness.
  + Gathering audit evidences and evaluate internal controls of the company
  + Perform substantive audit procedure planned for, including analytical review procedures for significant account balances decided at the planning stage.

Evaluate evidence and form an opinion on whether proper books of accounts have been maintained, whether records form a reasonable basis for financial statements and as to whether the balances are fairly stated.

# EXTRA CURRICULAR ACTIVITIES

* Member of Accounting and Finance Management Association of University of Sri Jayewardenepura
* Team Member of the School basket ball team.
* Awarded for school best performance
* Treasurer of School Commerce Society

# PERSONAL   DETAILS

Date of Birth : 09th June 1990

Gender : Female

Marital Status : Married

Nationality : Sri Lankan

I hereby declare the particulars given above are true and accurate to the best of my knowledge.

Yours faithfully

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Tharika Date