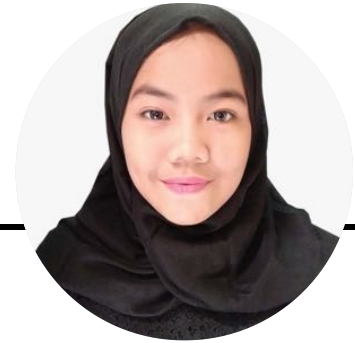


# Dwi Lestari

Accounting and Tax

081316587289  
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Jl. Kebon Nanas No.44  
Kebayoran Laam Jakarta  
Selatan Dki Jakarta

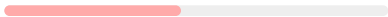


## PROFILE INFO

I have experience working as an Accounting Finance and Tax . I am sure that with the experience and knowledge I have, I will be able to work well

## SKILLS

Software Accounting (SAP)



Microsoft Office



Problem Solving



Team



## LANGUAGES

Indonesia: Native Speaker

English: Basic Knowledge

## CERTIFICATES

Sertifikat Kompetensi

29 Dec 2017

## WORK EXPERIENCE

Accounting and Tax

26 Oct 2020 - Present

PT Sedaya Catur Agilitas Konsultan

- Calculating and Reporting Tax - Make monthly tax return - Daily Journal - Create invoices and tax invoices - Making financial reporting - Presenting monthly report

Finance

5 Sept 2018 - 5 Sept 2019

PT Royal Panca Persada Anugerah

- Journal and Keep accurate records for all daily transactions - Process invoices Record accounts payable - Handle Petty Cash - Filing Documents

Part Time

21 May 2018 - 27 Feb 2019

Pizza Hut

- Greet and escort customers to their tables - Present menu and provide detailed information when asked - Inform customers about the day's specials - Offer menu recommendations upon request

## EDUCATION

Accounting (GPA: 3.41)

20 Aug 2018 -

Universitas Pembangunan Jaya

Accounting

9 May 2015 - 9 May 2018

SMK N 45