

## **ABSTRACT**

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### **PROFESSIONAL WORK ACTIVITIES OF THE FINANCE SECTION AT PT SOLUSI SARANA SEHAT**

*Practitioners carry out professional work at PT Solusi Sarana Sehat which is located at Jalan Mandala Raya No. 31 A Kel. Tomang, Kec. Grogol Petamburan, West Jakarta City, DKI Jakarta 11440. Professional work has the aim of adding insight and training yourself directly to feel how to work properly. While carrying out Professional Work activities at PT Solusi Sarana Sehat, practitioners work under the monitoring and guidance of the Head of Finance, Accounting, and Tax and the Supervisor of Finance, Accounting, and Tax. Practitioners are directly involved in carrying out work related to finance, accounting, and tax, especially as an account payable, which is related to invoices, payments, petty cash, recapitulating, and filing.*

**Keywords:** Finance, Account Payable, invoice, petty cash, recap, archive