



ANNISA PUTRI DEWITASARI

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About Me

A fresh graduate in Accounting with a strong interest in Accounting, Internal Audit, and External Audit. Experienced in supporting audit activities through internships in both public accounting and internal audit functions, including audit documentation review, preparation of audit working papers, financial data verification, compliance reviews, internal control evaluation, and monitoring follow-up of audit findings. Possess a solid understanding of accounting principles, auditing processes, and internal control systems, supported by strong analytical, detail-oriented, and problem-solving skills. Proficient in Microsoft Office, particularly Excel, Word, and PowerPoint, and highly motivated to develop a professional career in accounting and auditing while upholding integrity, professionalism, and continuous improvement.

Education

Perbanas Institute - Jakarta

Sep 2021 - July 2025

Undergraduate student in accounting

- Cumulative GPA: 3.43/4.00
- Audit accounting

Darussalam Gontor Boarding School - East Java

2014 - 2020

Organizations & Experience

Himpunan Mahasiswa Manajemen (HMJ) - UNIDA Gontor

Sep 2021 – Aug 2022

HMJ is a forum for UNIDA Gontor students to practice leadership skills, work in teams, communicate and develop networks that will be useful for students when entering the workforce.

Staff of Public Relation Division - 2021/2022 Period

- Organizing an association between HMJ members
- Establishing relationships among organizations
- managing the association's social media

Himpunan Mahasiswa Akuntansi (HIMA) - Perbanas Institute

Sep 2022 – Aug 2023

HIMA is a forum to help Perbanas Institute students, especially accounting study programs, who are experiencing difficulties, especially in the academic field, and also acts as a means of channeling student aspirations.

Staff of Human Resources & Research Development - 2023/2024 Period

- create an appraisal form for HIMA administrators
- accommodating students for off-campus development events
- holding a family gathering with HIMA and former administrator

Kelompok Studi Pasar Modal (KSPM) - Perbanas Institute

Sep 2023 – Aug 2024

KSPM is a student activity unit that develops students' interests and talents in the field of capital markets and investment. This is a forum for students to channel their talents in the field of capital markets and investment. Routine activities carried out in this organization are capital market seminars and capital market schools.

Staff of Human Resources & Research Development - 2023/2024 Period

- Securities Account Opening
- KSPM Aspirations
- Create KSPM Family gathering

KAP Arman Eddy Ferdinand (KAP) - External Audit Intern

Augt 2024 – June 2025

Completed an internship at Arman Eddy Ferdinand Public Accounting Firm, where I gained hands-on experience in audit procedures and financial document review. Actively contributed to audit fieldwork and developed an understanding of the auditing process in a professional setting.

External Audit Intern – 2024/2025 Period

- Assisted in collecting and reviewing clients' financial documents for audit purposes
- Performed vouching and preliminary analysis of financial statements
- Prepared audit working papers in accordance with applicable standards
- Supported audit teams during fieldwork and internal control evaluations
- Organized and archived confidential documents with attention to accuracy and compliance

PT. Axa Mandiri Financial Services - Financial Advisor

Sept 2025 - Nov 2025

Acted as a Financial Advisor by delivering tailored financial consultations on protection and investment products, providing well - analyzed recommendations, and supporting the branch in achieving its fee-based income targets through effective client acquisition and product advisory.

Staff of Financial Advisor - 2025 Period

- Provided tailored financial consultations and conducted FNA to identify client needs
- Explained insurance and investment products to support informed client decisions
- Managed prospects, performed follow-ups, and ensured accurate sales documentation
- Supported branch fee-based income targets through effective advisory and client acquisition

PT Bank Mandiri (Persero) Tbk - Internal Audit Intern (Kemnaker)

Nov 2025 - May 2026

Acted as an Internal Audit Intern by supporting internal audit activities through audit data review, document verification, and working paper preparation, contributing to the evaluation of internal controls and the effectiveness of audit processes.

Internal Audit Intern - 2025/2026 Period

- Reviewed audit documents and supporting evidence for completeness and compliance
- Assisted in ICOFR activities, including Test of Design (TOD) and Test of Operating Effectiveness (TOE).
- Assisted in reviewing TKDN & PDN compliance documentation.
- Supported the preparation and monitoring of audit closure (Surat Tuntas) and open-item reporting.
- Coordinated with related units to collect and validate audit data

Other Activities & Experience

- Consumption Staff of hbd HIMA 2022
- Event Staff on PAC XXII held by HIMA 2022
- Public Relations of Concentration Seminar 2022
- Company Visit Secretary held by HIMA 2023
- Public Relations Staff Ramadhan with HIMA 2023
- MC Candidate on ACSI held by HIMA 2023
- Recruitment Public Relation Coordinator HIMA 2023
- PTPS Committee at Bekasi 2024

Additional

Technical Skills: Accurate Accounting Software, Microsoft Office, e-SPT, ATLAS, Vlook Up

Soft Skills: Time Management, Teamwork, Communication, Creativity, Decision-making, Adaptation

Sertification: AAJI (Indonesian Life Insurance Association) - Valid since November 2025