

RIKHADATUL 'AISY TSABITA

Gresik, Indonesia | +6282329268145 | rikhadatulaisy18@gmail.com |
<https://www.linkedin.com/in/rikhadatulaisy/>

OVERVIEW

I am a Bachelor of Accounting graduate from Universitas Brawijaya with experience as an Accounting Administrator and Auditor in both manufacturing and public accounting firm environments. Certified in SAP S/4 HANA and Tax Brevet A & B. Recognized as a meticulous, detail-oriented, and well-organized individual, I am eager to contribute to the fields of finance, audit, and taxation through my analytical and technical expertise.

EDUCATION

UNIVERSITAS BRAWIJAYA

Bachelor Degree of Accounting

Aug 2020 – Aug 2024

- GPA: 3.79/4.00

WORK EXPERIENCES

KPMG Indonesia

Audit Assurance Associate

July 2025 – July 2026

- Conducted end-to-end financial audits by performing business process walkthroughs, evaluating internal controls, and executing substantive testing on treasury money market transactions, time deposits, accrued interest, employee benefits, and fixed assets.
- Performed credit reviews for Corporate and SME customers by assessing loan documentation and compliance with internal policies and regulatory requirements.
- Participated in inventory stock opname at manufacturing clients by observing physical counts, reconciling inventory records, and documenting audit findings.

PT Panca Graha Pratama (Olympic Group)

Admin Accounting

Mar 2025 – June 2025

- Reviewed 50+ invoices to ensure accuracy by verifying alignment with delivery orders, pricing, and discount structures.
- Monitoring and followed up on outstanding payments, coordinating with the sales team regarding overdue accounts.
- Approved sales orders through the company's internal system, GOES, ensuring compliance with financial policies.

RSM Indonesia

Audit Assurance Intern

Jan 2023 – Apr 2023

- Performed test of controls and details on various accounts by vouching 500+ documents, including taxes, leases, loans, and third-party funds.
- Prepared credit and savings confirmations letter for 50+ corporate and individual customers and supported senior associates with administrative tasks and audit documentation.
- Conducted on-site branch visits to perform direct audits and gather evidence.

Accounting Department Faculty of Economic and Business, Universitas Brawijaya

Assistant Lecturer

Sep 2022 – Dec 2023

- In-Charge as the Head of the Academic and Development department in Accounting Tutor 2023, leading 16 people in carrying out their respective tasks.
- Managing 7 classes in a variety of subjects, including auditing, tax, and accounting information system.
- Conducting class assistance once a week, by getting over the material and discussing the lecturer's assignments.

CERTIFICATIONS

Introduction to S/4 HANA

SAP University Alliances

Aug 2023 – Dec 2023

- Gained knowledge of the industry and operational procedures of ERP-using businesses.
- Acquired train on SAP applications, ranging from sales and distribution to finance and controlling.

Tax Brevet A & B

Ikatan Akuntan Indonesia East Java

May 2023 – Nov 2023

- Obtained diverse new information regarding types of PPh, PPN, and fill the E-SPT.
- Participated the Tax Brevet A&B 3 times a week.

ORGANIZATIONAL AND COMMITTEE EXPERIENCES

South East Asean Assembly Meeting (SEEAM)

Treasury

Dec 2022 – Feb 2023

- Examined registration payments from 25 SEEAM participants and evidence from the division that used funds for their expenditure.
- Approved any expenditure that is in accordance with the standards that have been made so at the end of the event there is no deficit in the budget.

International Scholarship Expo Brawijaya (ISE Brawijaya)

Head of Finance Division

Apr 2021 – Dec 2021

- Managed IDR 17.650.000 amount of income and costs from the project and reconciled the amount of income with the marketing division every two weeks.
- Produced operational standards for budget income and expenditure processes so that finances are more organized.
- Compiled a budget plan and make a budget realization that will be given to the dean for proof of accountability.

Badan Eksekutif Mahasiswa Faculty Economic and Business, Universitas Brawijaya

Staff of Administration and Finance Bureau

Feb 2021 – Dec 2021

- Assisted 7 institutions and communities of the Faculty of Economics and Business during 1 period by providing assistance in making proposals and financial accountability reports.
- Conducted research and produced content for the flow, regulation, and accountability report within 1 week.
- Created the budget plans and budget realizations for the programs on Social and Environmental Department.

SKILLS

- | | | |
|-------------------|-----------------------|--------------------|
| • Accounting | • Auditing | • Google Workspace |
| • Microsoft Excel | • Organization Skills | • English |