

ADEK SRI WAHYUNI

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SUMMARY

Fresh graduate in Accounting from Universitas Andalas with hands-on internship experience in auditing, taxation, and banking operations. Equipped with knowledge of financial documentation, tax administration, and accounting systems, supported by strong analytical, communication, and organizational skills. A proactive, detail-oriented, and fast learner who is eager to contribute in a dynamic professional environment while continuously developing expertise in accounting and assurance.

EDUCATION

Bachelor of Accounting, Universitas Andalas

Aug 2022 - May 2026

- Latest GPA: 3.67/4.00

High School Diploma, SMAN 1 Kec. Payakumbuh

Juni 2018 - May 2021

- Latest Score: 90/100

INTERNSHIP

Intern - KAP Armanda & Enita

Apr 2026 - July 2026

- Supported audit engagements by examining financial documents and preparing audit working papers. Conducted document tracing, verified client financial data, and assisted in audit testing procedures. Contributed to well-documented audit evidence and helped ensure audit fieldwork was completed efficiently.

Intern - PT. Bank Nagari

July - Aug 2025

- Assisted banking operations and credit administration by verifying and processing monthly customer documents. Reviewed internal workflows and documentation controls to support accurate and timely processing. Gained practical understanding of banking operational standards while contributing to efficient administrative operations.

Tax Volunteer - "Relawan Pajak untuk Negeri", KPP Pratama Padang Satu

Feb - Mar 2024

- Assisted individual taxpayers with annual tax return submission and basic tax consultation through e-Filing. Prepared and submitted daily tax reports to the Directorate General of Taxes in a timely manner. Supported successful tax return submissions and received a Bronze Certificate in recognition of volunteer contributions.

ORGANIZATIONAL EXPERIENCE

General Secretary - Community Service Program (KKN) Simawang

Dec 2024 - Mar 2025

- Managed administrative tasks, reports, and documentation for the KKN program. Coordinated activities between students, village stakeholders, and community groups. Ensured the smooth implementation of community initiatives and timely completion of program deliverables.

Media Contributor - Pojok Statistik Universitas Andalas

Sep 2025 - Present

- Created statistical content in collaboration with BPS West Sumatra. Conducted data research and translated statistical findings into clear and accessible media content. Improved public understanding of statistical information through engaging and informative publications.

Design Manager - GID BEI FEB UNAND

Feb 2024 - Dec 2024

- Led digital branding and coordinated content across multiple digital channels. Directed the graphic design team and ensured consistent visual branding for events and promotional materials. Increased engagement and participation across major organizational events.

ACADEMIC PROJECTS

Accounting System Designer - Business Project Simulation

Feb 2024 - Apr 2024

- Designed end-to-end Purchase, Sales, and Payroll systems using Microsoft Access, including process mapping, document flow, and internal control points, and achieved the highest evaluation score for system accuracy, completeness, and presentation quality.

SKILL & COMPETENCIES

- **Languages:** Bahasa Indonesia, English
- **Software:** Microsoft Word, Excel, PowerPoint, Access, SPSS, Canva, Adobe Lightroom
- **Technical Skills:** Financial Accounting and Reporting, Basic Audit Procedures, Tax Administration (e-Filing, compliance assistance), Documentation & Data Processing, Database Management
- **Soft Skills:** Leadership, Teamwork, Problem-Solving, Communication, Adaptability