



Sabrina Rahmasania

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PROFILE

Fresh graduate from the Accounting Study Program at Muhammadiyah University of Yogyakarta with a strong interest in accounting, finance, auditing, and taxation. Possesses fundamental knowledge in financial reporting, data analysis, and accounting processes, supported by proficiency in Microsoft Office and Microsoft certification credentials. Experienced in using Microsoft Excel for data processing and reporting, with strong attention to detail, analytical thinking, and communication skills developed through academic and organizational activities. Currently seeking internship or entry-level opportunities to apply accounting knowledge, gain professional experience, and contribute to the finance and accounting industry.

EDUCATION

Bachelor of Accounting, Muhammadiyah University of Yogyakarta

September 2022 – April 2026

- **GPA:** 3.51/4.00
- **Title of Thesis:** “*The Influence of Auditor Competence and Time Pressure on Audit Quality with Auditor Ethics as a Moderating Variable (Empirical Study on Internal Auditors at the Tegal Regency Inspectorate Office)*”

INTERNSHIP EXPERIENCE

Regional Development Planning Agency (Bappeda) of Bantul Regency | Yogyakarta

September 2025 – November 2025

Internship at Division of Government Affairs, Public Welfare, and Human Development

- Involved in document verification and performance data input for approximately 15–20 Regional Devices.
- Involved in the evaluation and reporting of approximately 50 programs/activities of Regional Devices.
- Conducting data processing for performance monitoring and evaluation.
- Involved in coordination and reporting of regional strategic programs.
- Supporting administration and data analysis of government performance accountability.

ORGANIZATIONAL EXPERIENCES

BEM KM Muhammadiyah University of Yogyakarta

February 2024 – February 2025

Secretary of Human Resource Development

- Coordinated internal engagement programs to strengthen teamwork among ±100 BEM KM UMY members.
- Monitored member development and supported recruitment, evaluation, and appreciation processes across multiple ministries.
- Assisted in organizing HR development activities, documentation, meeting minutes, proposals, and accountability reports.
- Contributed to self-development initiatives and administrative archiving to support organizational effectiveness.

C.V. Link | BEM KM Muhammadiyah University of Yogyakarta

July 2024

Secretary

- Recorded meeting minutes and documented preparation meetings for ±5–10 committee coordination sessions.
- Prepared administrative documents, including invitation letters, attendance lists, proposals, and accountability reports for event implementation.
- Managed registration and participant data for ±100–300 event participants through online and on-site systems.
- Assisted event documentation and summarized key points delivered by speakers during the program.

Upgrading BEM | BEM KM Muhammadiyah University of Yogyakarta

May 2024

Secretary

- Prepared and managed administrative documents, including invitations, rundowns, and attendance lists for events with 200 participants.
- Recorded minutes of meetings (MoM) for ±5–10 coordination and planning sessions to support effective event execution.
- Coordinated communication between committees, speakers, and participants to ensure smooth event operations.
- Managed documentation and archiving of permits, proposals, reports, and correspondence for efficient administrative tracking.

Student Activity Units Music Muhammadiyah University of Yogyakarta

October 2023 – October 2024

Membership Affairs Division

- Managed membership data and administration for ±50–100 UKM Musik members.
- Coordinated member recruitment, orientation, and internal engagement activities.
- Monitored member participation in rehearsals and organizational activities.

STSAB #8 | Student Activity Units Music Muhammadiyah University of Yogyakarta

December 2023

Treasurer

- Managed activity budgets of ±IDR 5–15 million, including planning, allocation, and final financial reporting.
- Recorded and monitored all income and expenses during event preparation and execution to ensure accurate financial tracking.
- Allocated funds efficiently for operational needs such as musical instrument rentals, catering, decorations, and documentation.
- Prepared transparent and well-documented financial accountability reports with organized expense records and receipts.
- Maintained budget efficiency and fund security to support smooth and cost-effective event implementation..

Certifications

- **Microsoft Office (Word, Excel, Powerpoint)** –Trust Training Partners, **2025**
- **Score TOEFL ITP 453** –LTC UMY, **2025**

SKILL

Hard Skill: Accurate, Microsoft Office: Word, Powerpoint, Excel (Pivot Table, Vlookup, Hlookup, Count, IF)

Soft Skill: Adaptable, Time Management, Curiosity, Problem Solving, Good Communication, Fast Learner