

Nabila Rahma Afonda

DKI Jakarta | **Phone:** 0812-8166-1855 | **Email:** nabilavonda@gmail.com | **LinkedIn:** [Nabila Rahma Afonda](#)

Bachelor of Accounting from Universitas Andalas with experience in accounting, taxation, and financial analysis through internships at PT Bunda Minang Citra (RSU Bunda Padang) and PT TASPEN (Persero), also as a Financial Management Teaching Assistant. Experienced in supporting Accounts Payable processes, tax administration, and financial data analysis using Microsoft Excel. Certified in Microsoft Excel with communication skills in Bahasa and English (TOEFL Prediction Score: 527). Seeking to grow professional career in Accounting related role

EDUCATION

Universitas Andalas

2021 – 2025

Bachelor of Accounting

- **GPA:** 3.65/4.00
- **Relevant Coursework:** Financial Accounting, Taxation, Tax Accounting, Cost Accounting, and Management Accounting.
- **Activities:** Staff of Human Resource Development Division (PSDM) HIMA Akuntansi Universitas Andalas (2024), Staff of Communication and Information (Kominfo) at BEM KM Fakultas Ekonomi dan Bisnis Universitas Andalas (2023).

WORK EXPERIENCE

PT Bunda Minang Citra (RSU Bunda Padang) – Padang

November 2025 – May 2026

Finance Intern

- Conduct financial analysis of the Patient Margin Report 2025 ($\pm 250,000$ patients) by processing and analyzing data using Microsoft Excel to generate summary reports for management discussions.
- Manage monthly PPh 21 processing for doctors' professional fees (± 100 doctors), including preparation of tax withholding slips and monthly tax recapitulation reports.
- Handle monthly Input VAT Administration through the Coretax system (± 50 suppliers), covering around 1,500 transactions, including outpatient/inpatient transaction classification, VAT Crediting, and preparation of monthly VAT return drafts.
- Extract and process KSO data from the Teramedik system to support Accounts Payable (A/P) preparation for laboratory service invoices from PT Diagnos, involving approximately 10,000 monthly transactions (BPJS and general patients).

Faculty of Economics and Business Universitas Andalas – Padang

September – December 2025

Financial Management Teaching Assistant (Part-time)

- Prepared teaching materials and case studies based on the lecturer's syllabus and aligned with industry practices.
- Assisted in delivering interactive learning sessions for ± 40 students through case discussions and financial statement analysis.
- Evaluated assignments and provided feedback to improve students' financial analysis and problem-solving skills.
- Contributed to positive learning outcomes, with approximately 80% of students achieving grade A and a 100% course completion rate.

PT TASPEN (Persero) – Central Jakarta

July – August 2024

Budgeting and Accounting Intern

- Conducted financial ratio, asset, and liability analysis of monthly financial statements for company financial performance evaluation.
- Coordinated with the Accounting Division PIC in SAP verification processes and financial document filing to ensure accuracy and compliance with accounting standards and internal policies.
- Managed 200+ voucher documents systematically, improving document retrieval efficiency and audit trail effectiveness by 30%

ORGANIZATIONAL EXPERIENCE

Himpunan Mahasiswa Akuntansi Unand – Padang

2022 – 2024

Human Resource Development Staff (PSDM)

- Contributed to the planning and execution of 4 PSDM programs, including serving as committee member, and PIC for several programs that supported soft skill and leadership development for more than 70 active members.
- Managed Accountino Cup 2023 finances with total budget of IDR 12 million, ensuring reporting accuracy and funding compliance.
- Served as an Academic Tutor in the Accounting Study Club by mentoring 30+ first-year students in Introduction to Accounting and Intermediate Accounting through problem-solving exercises and interactive case discussions.

CERTIFICATIONS

[Microsoft Excel Basic to Advanced Bootcamp](#) – MySkill

2025

- Skills: data processing using Excel formulas and functions, data cleaning, data formatting, conditional formatting (IF-Else), data validation, data analysis, data visualization, VLOOKUP, and Pivot Tables.

[Accurate Accounting Software Training](#) – Akunting Project Indonesia

2025

- Skills: acquired skills in using Accurate software for accounting transactions, inventory management, taxation, general ledger, and financial reporting.

SKILLS

- **Languages:** Bahasa, English ([TOEFL Prediction](#) Score: 527).
- **Technical Skills:** Financial Accounting, Management Accounting, Tax Administration, Financial Reporting, Financial Management.
- **Tools:** Microsoft Office (Word, Excel, PowerPoint) – Intermediate, Accurate Accounting Software – Basic