

OTTO HENDRIAWAN

+6289608260572 | hendriawanotto@gmail.com | www.linkedin.com/in/otto-hendriawan

I was recently laid off from my previous company. Fortunately, I've found a new job, but I'm still looking for a better opportunity that fulfill my expectations. Furthermore, this is crucial, I want look a job that complies with Indonesian labor regulations. I am open to discussing and negotiating job offers.

Pengalaman Kerja

PT. Global Jet Express (J&T Express) - Jakarta Jul 2026 - Sekarang

General Ledger Accountant

- Manage daily accounting transactions across AP, AR, Cash/Bank, Accruals, Prepayments, Fixed Assets, and GL
- Handle the full accounting cycle, including journal entries, reconciliations, month-end closing, and financial reporting
- prepare mont-end adjustments such asaccruals, prepaid, depreciation

Manuva - Jakarta Jan 2025 - Jul 2026

Finance & Accounting

- Prepare monthly financial statements (Balance Sheet, Income Statement, Cash Flow)
- Prepare working paper of fixed asset, right of use asset (ROU), prepaid expense, accrued expense, petty cash, loan financing, bank
- Perform bank reconciliation
- Perform Trial Balance and General Ledger reconciliation
- Process and verify cash advance and reimbursement
- Make Unified Withholding Tax Slip (PPh 21, 23, 4(2))
- Perform stock opname

PWC - Jakarta Jul 2024 - Oct 2024

Auditor

- Perform vouching for expenses
- Perform vouching for revenue
- Perform recalculation of depreciation

Pendidikan

Universitas Gadjah Mada - Yogyakarta Aug 2019 - Nov 2023

Bachelor of Accounting, 3.51/4.00

Sertifikat

- Brevet A&B (2022)

[J&T Express] Offering Letter - Otto Hendriawan (Accountant) Inbox



Jordan Junior Sela <jordan.junior@jet.co.id>
to me

Jun 19, 2026, 8:42 AM ☆ 🕒 ↩ ⋮

Dear Mr. Otto Hendriawan,

Congratulations on being accepted to join our company.

Please find attached the offering letter for your review. Kindly review, sign, and return the signed copy to me no later than 19th June 2026 at 10 AM, so that I may proceed with the next step of the document submission process prior to your onboarding day.

Your joining date is on : **Monday, 6th July 2026**.

Should you have any questions, please feel free to reply to this email or contact me via WhatsApp.

Thank you, and I look forward to your confirmation.

Best regards,

Jordan Junior

Recruitment Team - J&T Express Indonesia

One attachment • Scanned by Gmail 🔍 📁 Add to Drive



SURAT KETERANGAN KERJA
No :00127/HR-EXT/KAI/VII/2026

Bersamaan dengan surat ini, kami PT Katalisator Asa Indonesia menyatakan bahwa:

Nama	: Otto Hendrawan Sampurno
Posisi	: Jr. Accounting
Department	: Accounting and Finance
NIK	: T12308202110227

Adalah benar merupakan karyawan di PT Katalisator Asa Indonesia dan telah bekerja sejak tanggal **01 Januari 2025** sampai dengan **03 Juli 2026** Terhitung mulai tanggal **04 Juli 2026** yang bersangkutan tidak lagi aktif sebagai karyawan di PT Katalisator Asa Indonesia.

Kami mengucapkan terima kasih atas dedikasi yang telah diberikan karyawan selama masa bekerja di PT Katalisator Asa Indonesia.

Demikian surat keterangan kerja ini dibuat dengan sebenarnya untuk dapat dipergunakan sebagaimana mestinya.

Jakarta, 17 Juli 2026



Novrida
People Operations Manager
novrida@manuva.com



Surat Keterangan

Dengan ini menerangkan bahwa:

Nama : Otto Hendriawan Sampurno
Periode Bekerja : 23 Juli 2024 sampai 22 Oktober 2024

Atas perhatiannya, kami ucapkan terima kasih.

Jakarta, 22 Oktober 2024
Kantor Akuntan Publik
Rintis, Jumadi, Rianto & Rekan


pwc

Yurike Natalia
HC Senior Manager

HC/RA/1047/2024/KAPRJRR

Kantor Akuntan Publik Rintis, Jumadi, Rianto & Rekan
WTC 3, Jl. Jend. Sudirman Kav. 29-31, Jakarta 12920 – Indonesia
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UNIVERSITAS GADJAH MADA
FAKULTAS EKONOMIKA DAN BISNIS
PENELITIAN DAN PELATIHAN EKONOMIKA & BISNIS (P2EB)

SERTIFIKAT

1509/UN1/FEB.PPEB/DL/2022

Otto Hendriawan Sampurno

Telah Lulus

Short Course Brevet Pajak AB Angkatan 171

Pada tanggal 10 Oktober sampai dengan 7 Desember 2022

Yogyakarta, 26 Desember 2022

Mengesahkan,

Direktur P2EB FEB UGM



Artidiatun Adji, Ph.D.

