

MOHAMMAD AQSHAL ADITRAHUTAMA PUTRA SIGIT

wa.me/+6285156752083 | aqshals.ps@gmail.com | www.linkedin.com/in/mohammadaqshal17

Bekasi, 17426

Summary

I am a Bachelor's degree graduate in Accounting from the Faculty of Economics and Business, Universitas Negeri Jakarta. Currently working as an Account Payable (AP) Specialist at PT Chandra Naya Laksana. Experienced in Audit, Finance Accounting & Tax, and as an Economics Teacher.

Work Experiences

PT Chandra Naya Laksana – Cipayung, East Jakarta

Oct 2025 – Now

Account Payable Specialist

- Prepared payment recaps for vendors
- Planned BPJS payments and vendor payments
- Conducted reconciliation of incoming goods to determine final pricing
- Performed reconciliation with vendors for paid invoices
- Coordinated with the purchasing team regarding invoices, Statements of Account (SOA), etc.
- Processed vendor payments
- Recorded PPh 21, PPh 23 and VAT transactions
- Prepared and reported tax filings related to PPh 21, PPh 23 and VAT.

Suparman Bambang Ghanis Public Accounting Firm – Pisangan, East Jakarta

Feb 2025 – Oct 2025

Junior Auditor

- Managed incoming and outgoing correspondence records related to audit engagements
- Conducted audit procedures and analysis from planning through final audit report issuance
- Prepared audit recaps, working papers, and financial reports using Atlas application
- Maintained both digital and physical audit documentation in accordance with firm standards
- Coordinated directly with clients throughout the engagement period, from contract agreement to audit issuance
- Assisted senior auditors in identifying audit findings and preparing recommendations

Junior Auditor Internship

Aug 2024 – Feb 2025

- Assisted in managing incoming and outgoing correspondence records for audit engagements
- Supported audit procedures, including vouching, tracing, and data collection under senior auditor supervision
- Assisted in preparing audit recaps, working papers, and financial reports using Atlas application
- Organized and maintained digital and physical audit documentation
- Participated in client visits and assisted in gathering audit evidence and supporting documents
- Performed administrative and documentation tasks to support audit engagements

Bimbingan Belajar GAMA '88 – Jatiasih, Kota Bekasi

Jun 2022 – Now

Economic's Teacher - Freelance

- Delivered Economics materials based on Merdeka Curriculum
- Monitored student progress
- Created engaging learning materials
- Achieved 70%+ student re-enrollment

SOCIALIGHTS – RUMPUT TETANGGA AGENCY – Mampang, South Jakarta

Mar 2024 – Aug 2024

Finance Accounting and Tax Internship

- Prepared journal entries and financial reports
- Managed and reconciled client and supplier invoices
- Reviewed and revised financial statements for 2023–2024 in preparation for audit
- Prepared and reported taxes including VAT, PPh 21, PPh 23, PPh Article 4(2), Corporate Income Tax, and PNPB

Education

UNIVERSITAS NEGERI JAKARTA - Jakarta, Indonesia

Aug 2021 – Aug 2025

Bachelor of Accounting, Faculty of Economics and Bussiness

GPA: 3,65/4,00

Organizational Experience

Class Leaders Forum, Universitas Negeri Jakarta – Jakarta, Indonesia

Aug 2021 – Aug

2025 Class Representative (Faculty of Economics and Bussiness, Class of 2021)

Student Executive Board, Universitas Negeri Jakarta – Jakarta, Indonesia

Jan 2022 – Jan 2024

Staff of Human Resource Development Department, Faculty of Economics and Bussiness.

Committee Experience

Capital Market Summit & Expo – Jakarta, Indonesia

Oct 2023

Public Relations Staff

- Delivered event information to all students of the Faculty of Economics, UNJ
- Promoted event benefits and overall program activities

Grand Economix Universitas Negeri Jakarta – Jakarta, Indonesia

Fundraising Staff

Sep 2022 – Nov 2022

- Determined fund disbursement strategies
- Generated additional revenue through various sales initiatives

Logistics Staff

Sep 2023 – Nov 2023

- Operated Zoom for meetings, technical meetings, and competition events
- Coordinated venue arrangements and negotiated with venue providers

Skills

Soft Skills	: Collaboration and teamwork, communication, leadership, strong work ethic, critical thinking, adaptability, time management, problem solving, and on-camera performance.
Technical Skills	: Financial accounting, auditing, accounts payable (AP), accounts receivable (AR), general ledger (GL), financial reporting, financial analysis, budgeting and forecasting, cost accounting, management accounting, payroll processing, tax regulations, tax filling and data analysis.
Software	: Microsoft Office, Zahir, Accurate, SAP ERP, Atlas, SQL, Oracle, MYOB, Coretax.
Languages	: Bahasa Indonesia, English.