

KEVIN LEONARDO

AUDITOR

(+62)81288718565 | kevinleonardo898@gmail.com | linkedin.com/in/kevinleonardo898/

PROFILE SUMMARY

I am a hard working, honest individual, discipline, reliable and dependable, high motivation to be a successful person. I am a good timekeeper, always willing to learn new skills. I am well organized and always plan ahead to make sure I manage my time well. I am able to work well under pressure.

PROFESSIONAL SKILL

Audit & Assurance Team Work
Risk Assessment Time Management
Microsoft Office Team Leadership

CERTIFICATIONS

Brevet AB Taxation Certification (2020)
Indonesian Institute of Accountant
Jurnal Retail Bookkeeping with Grade A (2019)
Atmajaya Catholic University of Indonesia, Jakarta

WORK EXPERIENCE

Audit & Assurance (Financial Service Industry) – Senior Associate (July 2020 – Now)
Imelda & Rekan (Deloitte)

- Prepare audit planning (identify and understand client's internal control, risk assessment).
- Maintain strong relationship, scepticism, professionalism with client.
- Inquiry and understanding client business process.
- Perform audit procedure and documentation, compliance with the company policy and applicable regulations such as preliminary analytical procedure, completeness testing, opening balance testing, vouching, tracing, and reconciliation, stock take inventory and fixed asset memorandum and report, fixed asset (addition, disposal, depreciation) testing, credit analytics / loan review and analysis, tax recapitulation and reconciliation, test of details procedure, substantive analytical procedure, cutoff procedure, confirmation letter and confirmation control testing.
- Understand the effectiveness of Anti-Money Laundering and Terrorism-Funding (AML-TF) control that performed by client
- Communicate the audit conclusion/ findings to internal and external respective parties.

Consulting Analyst – Intern (July–September 2019)
PT Sentra Solusi Sejahtera (Trusvation)

- Review purchases, sales, expenses, assets, payroll transactions.
- Perform vouching, tracing, and bank statements reconciliation, movement analysis, making summary finding of errors, mapping chart of accounts, inventory reclassification to assets, making stock inventory reports, conducting transaction flow reviews, making sales commission reports.
- In addition there are also jobs that are directly in the field such as inquiry process of stock taking, overseeing the activities of stock taking in the warehouse.

Mentor Sahabat Daya BTPN Syariah (September–December 2018)
PT Bank BTPN Syariah Tbk

- Perform research to identify customers needs and challenges, collaborate with Bank BTPN in a comprehensive empowerment program, which includes competence development, personal financial health, capacity to grow for business & sustainable living.

EDUCATION

Bachelor Degree of Accounting (Cum Laude) 2016 – 2020
Atmajaya Catholic University of Indonesia, Jakarta
CGPA 3.69

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HONOR AND AWARDS

Academic Scholarship (GPA Awards)

2016 - 2020

Atmajaya Catholic University of Indonesia, Jakarta

ORGANIZATIONAL EXPERIENCE

Economic Computer Club FEB UAJ

- Secretary and Treasurer Workshop ECC 2018 Be Inspired About the Art of Logo Design
- Coordinator of Publication and Documentation Seminar ECC 2018 - Creativity is The New Strategy
- Coordinator of Publication and Documentation Kunjungan Ilmiah ECC 2018 - Creativity is The New Strategy

Himpunan Mahasiswa jurusan Akuntansi (HiMA)

- Project Manager Pelatihan Pengurus 2017 (Villa Pondok Cidokom Indah, Cisarua-Bogor)
 - Registration and Consumption Staff Company Visit KPMG Indonesia 2017
 - Material and Event Staff Bank Soal 2017
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CLIENT OF SERVICES

PT BANK PANIN DUBAI SYARIAH TBK

(July 2020 - Now)

PT BANK DANAMON INDONESIA TBK

PT SGS INDONESIA

PT HYATT INDONESIA

PT TOYOTA AUTO BODY - TOKAI EXTRUSION

PT BOOKING INDONESIA

PT GARUDA INDONESIA HOLIDAY FRANCE

LEE & MAN PAPER MANUFACTURING LIMITED

PT DAIKIN AIRCONDITIONING INDONESIA

PT VARIA USAHA BETON (SEMEN INDONESIA GROUP)

PT BROTHER INTERNATIONAL SALES INDONESIA