



PAVITA RAMADHANI

ACCOUNTING & FINANCE



0822-2925-0249



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PROFILE

I graduated from Accounting Department of Universitas Negeri Surabaya with an achievement of GPA 3.50/4.00. I have excellent talent on accounting, tax and finance. Furthermore, I am hardworker, fast learner and honest individual. I also easily adapt and like to socialize with others. I am ready to take responsibility for the work given and commit to give my best.

PERSONAL INFO

Name : Pavita Ramadhani
DoB : Nganjuk, 16 Januari 1997
Address : Jl. Rupert No. 33, Komplek TNI-AL
Sawotratap, Gedangan, Sidoarjo
Jawa Timur
Marital Status : Single
H&W : 164 cm / 55 kg

LANGUAGES

1. Bahasa Indonesia
2. English (TOEFL Score 537)

REFERENCE

Lintang Venusita SE.Ak., M.Si., CA., BKP
Chief of Accounting Laboratory
Phone : 081332280929

Indah Puspitawati
CEO of H&R English Course
Phone : 087851211855

EDUCATION

- **BACHELOR OF ACCOUNTING (2015 - 2019)**
Faculty of Economics, Universitas Negeri Surabaya
GPA 3,50 of 4,00 ; Certification of LSP-BNSP
- **SOCIAL STUDIES (2012 - 2015)**
SMA Negeri 3 Sidoarjo, Jawa Timur
Score 89,1 of 100

ORGANIZATION

- **TREASURER STAFF OF ACCOUNTING STUDENT ASSOCIATION - HIMA (2016)**
In this position, i used to make financial report for my organization. My job description is to be treasurer at about 10 event/project. I have to arrange each event financial needed and make a responsibility report after the event finished.
- **CHIEF TREASURER OF ACCOUNTING STUDENT ASSOCIATION (2017)**
As a chief treasurer i have to make sure all the event/project at my organization run smoothly. I used to guide my staff to effectively managed the expenses or other financial needed at our event/project. Other than that, I used to make financial report for a whole organization.

EXPERIENCE

- **PRIVATE TUTOR AT H&R ENGLISH COURSE (2016 - NOW)**
I am a private tutor for student at 1-9 grades, especially on science, english and bahasa. I do this as my side job.
- **ASSISTANT LECTURE (2018 - 2019)**
I used to help my lecturer to correct student assignment on taxation and corporate governance subject, also i used to help my lecture on accounting research project.

SKILL

- | ● Soft skill | ● Hard skill |
|-----------------|-------------------|
| Responsible | Ms. Office |
| Hardworker | Adobe Illustrator |
| Honest | Canva |
| Fast Learner | |
| Leadership | |
| Individual task | |
| Teamwork | |
| Communication | |