

YOHANES GUNAWAN

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PERSONAL PROFILE

Certified Public Accountant with 3+ years of experience in finance and accounting, including accounts receivable management, financial reporting and reconciliations processes. Providing data-driven insight for decision-making, and capable of working both independently and collaboratively with a team. Seeking a new opportunity to apply accounting expertise and contribute to the efficiency and growth of a forward-thinking organization.

EDUCATION

University Persada Indonesia Y.A.I

Bachelor of Economics (Accounting) – GPA 3.00/4.00

2014 – 2019

WORK EXPERIENCE

Accounting Staff – Full Time , North Jakarta

Royal Progress Internasional Hospital

2022 – 2025

- Recorded all general and medical transaction in the hospital's finance system.
- Prepared and processed monthly and annual financial statements (Revenue, COGS, Opex)
- Compiled balance sheets and profit & loss reports.
- Conducted bank reconciliations.
- Recorded and maintained hospital fixed assets.
- Calculated depreciation and amortization for fixed assets.
- Prepared doctor receivable settlements.
- Generated monthly agent sales free reports.
- Performed stock adjustments for inventory.
- Organized and archived financial documents.

Billing Staf – Full Time , North Jakarta

PT Tangguh Karimata Jaya

2020 – 2021

- Input daily vouchers and operational reports.
- Managed trucking and shipping invoices for export and import activities.
- Prepared billing reports (billed & unbilled), daily reports and monthly reports.
- Monitored and collected customer receivables through invoice tracking.

Account Receivable – Internship , Central Jakarta

PT Sirius Star Wisata

2016 – 2016

- Recorded sales transaction, issued invoices and distributed them to customers.
- Handle problematic receivables and followed up on payments.
- Prepared daily and monthly financial reports for management.
- Systematically archived all transaction documents.

SKILLS & LANGUAGES

Skills

Ms.Office (Word, Excel, Power Point)

Google Workspace(Google docs, Sheets, Slides)

Team work, Problem solving, financial administration, Entry data.

Languages

- English : Native
- Indonesian : Fluent