

SUSHANI KATHIRESAN

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As a detail-oriented individual with a strong academic background in accounting, I am eager to gain hands-on experience and develop a breadth of knowledge and expertise in the field of auditing. I have a good understanding of accounting principles and auditing standards, and I am adept at collaborating with team members to achieve project objectives. I am a quick learner and possess excellent attention to detail, which I am confident will enable me to contribute to audit planning and execution, testing procedures, and report preparation.

EDUCATION & CERTIFICATION

CFAB, Following Professional level | Institute of Chartered Accountants in England and Wales (ICAEW)
2023

Corporate Level

Institute of Chartered Accountants of Sri Lanka
2019

Bachelor (Hons) in Business Administration

Eastern University of Sri Lanka
AUG 2018

KEY STRENGTHS

- Audit & Internal Controls
- Income Statements
- Financial Statements Analysis
- Financial Reporting
- Statutory & Regulatory Compliance
- Risk Assessment
- Client Relations
- Presentations & Documentation
- Administrative Support
- Research & Analysis
- Data Entry
- Team Collaboration

SKILLS & CORE COMPETENCIES

- Knowledge of accounting concepts, audit methodology, risk management practices and standards.
- Ability to understand the client's business, need and expectations, budgets and other things necessary to carry out the engagement.
- Able to maintain confidentiality and handle sensitive information with care.
- Self-motivated with a positive and can-do approach, and able to use sound judgement in practical matters.
- Strong organizational and time management skills with the ability to prioritize and plan effectively, manage multiple tasks simultaneously, adapt to changing priorities, and work under pressure against tight deadlines.
- Solid problem-solving skills with the ability to identify errors or discrepancies, and recommend appropriate course of action.
- Structured and concise communication skills in English (reading, writing and speaking).
- Excellent interpersonal skills to build positive constructive relationships with clients, management, and within the team.
- Able to perform well independently, as well as in a collaborative, team-oriented environment through multidisciplinary coordination skills, sharing knowledge with other individuals, teams, and functions.
- Computer literacy; proficient in the use of Microsoft Office (Word, Excel, PowerPoint) and SAP.

WORK EXPERIENCE

MANAGEMENT TRAINEE | DEPARTMENT OF EDUCATION

FEB 2021 – NOV 2022

- Gained an understanding of the Department's policies, programs, and operations related to education.
- Conducted research on education-related topics and analyzed data to support decision-making.
- Participated in training sessions to develop skills in leadership, communication, and problem-solving.
- Maintained professional and ethical standards in accordance with company policies and industry regulations.

AUDIT TRAINEE | NATIONAL AUDIT OFFICE

SEP 2019 – DEC 2020

- Assisted auditors in planning and executing audit engagements on less critical financial statement categories such as accounts payable (AP), fixed assets, other receivable, other payables, and expense reviews.
- Assisted in performing audit of the client's statutory records, internal controls and consolidated accounts.
- Handled audit administration tasks such as photocopying and filing.
- Adhered to the code of conduct and all risk management policies and procedures.
- Participated in meetings with audit team members to discuss findings and recommendations.

AUDIT INTERN | THILAKARETNAM & CO

JAN 2019 – JUL 2019

- Reviewed financial statements, accounting records, updated and maintained system documentation.
- Conducted analytical review (AR) of the income statements.
- Assisted in preparing work papers to document audit findings and conclusions;
- Participated in training sessions to develop industry knowledge to complement functional skills.