

Damith Silva

Chartered Accountant with 9⁺ years of Experience



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PROFILE

I am a dynamic professional encompassing nine years (9) plus working experience in the field of accounting and finance covering Management Information (MI), Operational Accounting, Budgeting and Forecasting, Group Consolidation, Compliance & Regulatory Reporting aspects. Passionate about Finance Business Partnering to add value to decision making process and strategy setting process of the business.

ACADEMIC AND PROFESSIONAL QUALIFICATIONS

2020 **Associate member of Chartered Accountants (ACA),**
Institute of Chartered Accountants of Sri Lanka (ICASL)

2016 **Bachelor of Science in Accounting (Special) Degree,**
University of Sri Jayewardenepura, Sri Lanka
Grade – Second Class (GPA - 3.41)

2011 **Diploma in Computer Studies,**
Success Computer Training Institute

EMPLOYEMENT SNAPSHOT

Sep 2022 – Jan 2024 **Assistant Manager – Finance and Reporting, E.B.Creasy & Company PLC**

Apr 2021 – Aug 2022 **Accountant – Treasury and Financial Reporting, E.B.Creasy & Company PLC**

May 2019 – Mar 2021 **Accounts Executive, E.B.Creasy & Company PLC**

Dec 2017 – May 2019 **Assistant Accountant, Sunera Foundation**

May 2014 – Nov 2017 **Experienced Accountant, Deloitte, Sri Lanka**

SKILLS

Experience with ERP (SAP & Tally) | Proficiency with Microsoft Office | Relationship Management

| Consolidation | Problem solving | Attention to detail and Deadline-oriented | Professionalism

DETAILED PROFESSIONAL EXPERIENCE

Assistant Manager Finance & Reporting – E. B. Creasy & Co. PLC

E. B. Creasy & Co. PLC is a listed Company in Sri Lanka since 1968 and engaged in manufacturing of essential and value adding products to the daily lifestyle of end customers, also involved in providing goods and services to several industries, both in Sri Lanka and Internationally.

- Preparation of the Company Financial Statements and handling the year end external audit and the internal audit.
- Experience in operational accounting aspects of the company including month-end and year-end close procedures.
- Prepare Quarterly Board Pack and various management information request to support decision making.

- Ensuring all accounting transactions and reports are recorded completely and accurately in compliance with regulations and approving journal entries and checking general ledger reconciliations.
- Ensuring the implementation of established accounting control procedures when recording accounting transactions.
- Preparation of annual report of the Company including write ups relating to Non-Financials.
- Provision of technical assistance on application of existing accounting standards & adopting to new accounting standards, liaison with sectors to ensure best accounting practices.
- Preparation and presentation of budgets, financial forecasts, management reports and cash flow projections.
- Ensuring compliance for tax, CSE listing rules, SEC regulations and other statutory regulations.
- Following up the collections of receivables
- Authorizing payment vouchers and monitoring accounts payable function through billing invoices, vendor accounts and purchasing orders.
- Authorizing petty cash payments.
- Engaging in day-to-day treasury management activities and reviewing cash and bank accounts.
- Liaising with banks, internal and external auditors, tax consultants and Inland Revenue Department.
- Supervising the work handled by the subordinates.

Assistant Accountant – Sunera Foundation

Sunera Foundation is a registered charity in Sri Lanka which was formed with the collaboration of the Founder of Sunethra Bandaranaike Trust in Sri Lanka and the Founder of the AMICI Dance Theatre Company in London to set up a performing arts workshop for a group of people with disability in Sri Lanka.

- Preparation of the Financial Statements and handling the year end external audit.
- Preparation of Budgets and other management reports for decision making process.
- Liaising with banks for managing day to day treasury activities and term investments.
- Maintaining monthly payroll schedule and engaging in salary processing.
- Coordinating with Inland Revenue Department and Labour Department for organization’s matters.

Experienced Accountant - Deloitte, Sri Lanka

“Deloitte” is the brand under which tens of thousands of dedicated professionals in independent firms throughout the world collaborate to provide audit, consulting, financial advisory, risk advisory, tax and related services to selected clients.

- ***Auditing***

- Preparation and review of audit programs and working papers.
- Planning of audit work, performance of risk assessment procedures and formulation of audit strategies.
- Testing of the design, implementation and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are designed to ensure whether financial information is free from material misstatements, whether due to fraud or error.
- Performance of substantive tests to obtain sufficient and appropriate audit evidence on statement of comprehensive income and the statement of financial position so as to reduce audit risk to acceptable level.
- Expression of audit opinions based on audit findings.

- ***Financial Reporting***

- Experience in preparation and presentation of Financial Statements in accordance with International Financial Reporting Standards (IFRS).

- ***Taxation***

- Verification, reconciliation and computation of Income Tax , Value Added Tax (VAT), Economic Service Charge (ESC), Tourism Development Levy (TDL), Pay As You Earn (PAYE), With Holding Tax (WHT), & National Building Tax (NBT).

- ***Staff Management***

- Coaching less experienced staff and reviewing work performed by the audit team; providing feedback and the required guidance to the team members.

FURTHER CAREER HISTORY AND REFEREES

Available upon request