



# DEEPASIKA RUPASINGHE

B.SC. SPECIAL DEGREE IN ACCOUNTANCY  
AND BUSINESS FINANCE

## CAREER OBJECTIVE

Accounting & Finance graduate with over 6 years working experience in Accounting, Finance & Auditing fields. I am a fast learner and am extremely motivated to constantly develop my skills and grow professionally.

## WORK EXPERIENCE

### Assistant Accountant

Dilum BMK Engineering Pvt Ltd, Sri Lanka | Sep 2019 to Aug 2024

- Prepare monthly, quarterly, and annual management and financial statements, including balance sheets and profit/loss statements.
- Execute month-end close procedures to ensure financial accuracy and completeness.
- Oversee all accounting transactions and maintain accounts receivable and accounts payable ledgers.
- Record daily transactions through journal entries and reconcile ledger accounts.
- Prepare monthly bank reconciliations to verify and align bank statements with accounting records.
- Reconcile accounts payable and receivable, including those related to suppliers and customers.
- Submit VAT and tax returns in compliance with relevant regulations.
- Prepare and manage cash flow reports.
- Maintain and update the fixed assets register to track and manage organizational assets.
- Handle petty cash disbursements and manage the payment process.
- Process all cheque deposits, ensuring appropriate accounting and documentation.

### Senior Auditor

Wijeyerathne & Company, (Chartered Accountants) Colombo, Sri Lanka | March 2018 to Aug 2019.

- Prepare financial statements for auditing and taxation purposes in accordance with Sri Lanka Financial Reporting Standards (SLFRS) and International Financial Reporting Standards (IFRS).
- Manage audit clients, providing support and documentation required for the auditing process.
- Complete audit and assurance engagements within specified deadlines, ensuring compliance with auditing standards.
- Calculate income tax provisions in accordance with the Income Tax Act of Sri Lanka.
- Compute corporate taxes, ensuring accuracy and compliance with tax regulations.
- Direct and assist subordinates in achieving set goals and objectives, fostering a productive work environment.
- Identify and assess risk-associated areas in manufacturing and distribution sectors across various business entities, recommending and implementing risk mitigation strategies.

## CONTACT



+971 (0) 55 454 2729



deepashikaru94@gmail.com



Dubai, UAE



[Deepashika Rupasinghe](#)

## SKILLS

- Preparing financial statements
- Financial Auditing
- Accounts receivable
- Accounts payable
- Accounts reconciliations
- Analytical thinking
- Planning and organizing
- Leadership
- Office Package

## LANGUAGE

- Sinhala – Native language
- English – Fluent (IELTS – Achieved overall 6.5 (Listening 7.5, Speaking 6, Writing 6, Reading 7))

## PERSONAL PROFILE

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Name : Karunarithna

Mudiyanselage Deepasika

Rupasinghe

DOB : 04th November 1994

AGE : 29

Gender : Female

Civil Status : Married

Nationality : Sri Lankan

Visa type : Visit Visa

## COMPUTER LITERACY

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- Microsoft Word and Power Point
- Quick Books
- Tally ERP 9
- Outlook
- Advance Excel

## EXTRA CURRICULAR ACTIVITIES

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- Member of university Volleyball team.
- Member of school Prefect Board.
- Member of school Volleyball team.
- Actively participate in Charity Events.
- Actively participate in university and school sports events.

- Conduct stock taking and perform reconciliation to ensure accuracy in inventory records and financial statements.

## EDUCATION

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### ACADEMIC QUALIFICATIONS

- **B.Sc. Special Degree in Accountancy and Business Finance**  
Wayamba University of Sri Lanka. (2015 - 2019)

### PROFESSIONAL QUALIFICATIONS

- Institute of Chartered Accountants of Sri Lanka  
Following Business Level
- Institute of Certified Management Accountants of Sri Lanka  
Completed Managerial Level

## NON-RELATED REFREES

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- Mr. Imalka Chandrasiri  
Team Leader -Accounting and Advisory,  
Crevaty Tax Consultancy,  
Dubai, UAE.,  
imalka@crevaty.com  
+971 52 2880581
- Mr. D. Ekanayaka  
Financial Auditor  
Stuart & Hamlyn -  
Chartered Accountant  
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## ACKNOWLEDGEMENT

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- I do hereby declare that the above furnished are true and correct to the best of my knowledge and belief.

Deepasika Rupasinghe