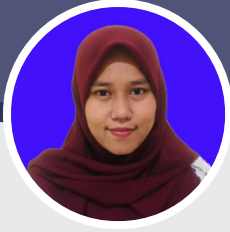


# MEY NURSITA



## Personal

- Address**  
Kp. Cisauk RT 06/04, Desa Situgadung Kec. Pagedangan  
15538 Tangerang
- Phone number**  
+62 818-0653-8785
- Email**  
mey.nursita@gmail.com
- Date of birth**  
14-05-1996
- Place of birth**  
Sukabumi
- Gender**  
Female
- Nationality**  
Indonesia
- Marital status**  
Single

## Skills

- Finance, Accounting and Tax ●●●●●
- Microsoft (Excel, Word, PPT) ●●●●●
- Accounting Software ●●●●●
- Tax Software ●●●●●
- English ●●●●●

## Interests

- Read and Watching Movies

Passionate at Finance, Accounting & Tax with history of working in Rental Company and Government. Experience in reporting field has been an excellent opportunity both professionally and personally to made me demonstrated strong analytical and interpersonal skills with high dedication supported by educational background in Accounting.

## Work experience

**Pejabat Pembuat Komitmen** Feb 2021  
BPPT (Badan Pengkajian dan Penerapan Teknologi), Tangerang Selatan

Job Description:

- Budget reconciliation
- Review and finalize all reporting procurement reports
- Create Invoice

**Accounting Staff** Sep 2014 - Jan 2021  
PT. Adi Indotent, Tangerang

Job Description:

- Review and finalize all reporting related to Financial Statement
- Review and authorize all cash out vouchers including petty cash and advance
- Conduct of all tax matter corporate office (VAT & Tax Art. 21, 4 (2))
- Create income and expense reports daily/weekly/monthly.

## Education and Qualifications

**Bachelor of Accounting** Sep 2014 - Jan 2021  
Pamulang University, Tangerang Selatan

GPA. 3,57/4.00

**Senior High School**  
SMK 05 Serpong, Tangerang Selatan

Accounting Major

## Courses

**Tax Brevet (AB)**  
Pamulang University

**TOEFL**  
Pamulang University

**Seminar**  
Pamulang University  
Seminar Nasional Akuntansi "The Future Of Audit"

**Seminar**  
Pamulang University  
Seminar Nasional Akuntansi "Accounting for Society"