



DINUKA AMALI FERNANDO

Seeking a challenging career in a dynamic and leading organization preferably in any Industry that would help me cultivate and nurture my skills with an opportunity to display my talent and become an asset to the organization.

✉ dinukafernando93@gmail.com

🏠 Al Khail Gate,
Al Quoz

📅 Date of birth 01/06/1993

🇱🇰 Sri Lankan

☎ +971 54 508 4642

💍 Married

Languages

English



Assets

Trial Balance



Profit & Loss



Balance Sheet



Interests

Reading

Music

Social networks

in Dinuka Amali Fernando

Work experience

Senior Accounts Executive

From March 2019 to July 2023

Amsafe Global Services (Pvt) Ltd Nittambuwa, GQ, Sri Lanka

- Handling Accounts Payable functions of Data Device Corporation (USA company - Subsidiary of TransDigm Group) - Remotely working from Sri Lanka
- Reconciling vendor statements
- Handling all vendor queries
- G/L accounts reconciliation
- Month end Journal entries posting
- Supervising junior staff
- Other duties assigned by management
- Handled Accounts Payable functions of Whippany Actuation Systems for almost 02 years (USA company - Subsidiary of TransDigm Group) - Remotely working from Sri Lanka

Accounts Assistant

From April 2015 to March 2019

Rhino Roofing Products Ltd Colombo, CO, Sri Lanka

- Handling payments
- Preparing bank reconciliations
- Calculating the payable of VAT/ NBT & ESC
- Preparing monthly depot accounts
- Assisting monthly accounts preparation work
- Handling IRD assessments
- Preparing data for other government institutes
- Preparing stock summary on monthly basis
- Checking Sales/ Purchasing/ Petty cash reports of showrooms
- Calculating/ checking commission for sales promotion officers

Junior Executive - Finance

From November 2012 to May 2014

Logiventures (Pvt) Ltd Colombo, CO, Sri Lanka

- Handling payments
- Preparing bank reconciliations
- Preparing SVAT forms and Credit Vouchers
- Handling petty cash
- Preparing Bid Bond & Pay Orders

Skills

Accounts Payable



Bank Reconciliation



Education

Chartered Accountancy

Since March 2016

Institute of Chartered Accountants of Sri Lanka Colombo

- Financial Accounting & Reporting fundamentals
- Fundamentals of Taxation & Law
- Commercial Insight for management
- Management Accounting Information
- Processes, Assurance & Ethics

Accounts Technician

From January 2010 to June 2013

Association of Accounts Technicians of Sri Lanka Colombo

- Basic Accounting
- Economics
- Business Studies
- Business Mathematics and Statistics
- Business Communication
- Business Law and Management
- Information Management & Application in Business
- Accounting & Control Systems
- Taxation
- Management Accounting & Business Finance
- Advanced Financial Accounting
- Auditing

G.C.E. A/L Examination

From January 2010 to August 2012 Good Shepherd Convent Wattala

- Economics
- Accounting
- Business Studies
- General English

G.C.E. O/L Examination

From January 1999 to December 2009

Good Shepherd Convent Wattala

- Maths
- Science
- Sinhala
- Roman Catholic
- Eastern Music
- Information technology
- Commerce
- English
- History

Computer skills

Microsoft Word



Microsoft Excel



SAP Business One

