



## Profile

An experienced finance, accounting and taxation professional passionate about all functional areas of the finance department. Possesses natural leadership qualities and is an effective relationship builder with both clients and internal stakeholders. Previous academic and work experience **over eight years** have enabled the development of outstanding communication skills with fluency in English.

## Contact

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M8 4QU

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## Software Knowledge

- QuickBooks offline & online
- Xero Accounting Package
- Microsoft Dynamic NAV
- Tally ERP
- Microsoft Office

## Strengths

- Positive attitude and the thirst for success & Never hesitate to accept challenges
- Strong academic and professional background
- Ability to work with different ethnic group & tight deadlines under pressure

# Arjuna Jagodage

*(B. B. Mgt (Acc & Fin) sp 2nd Class Lower, (University of Jaffna), ICASL Final Level, AAT & IABF)*

## EDUCATION

### **University of Jaffna – Sri Lanka**

Bachelor of Business Management (Special) Degree  
Second Class (Lower Division) **2012-2016**

### **G.C.E. (Advanced Level) Examination - 2010 in Commerce**

1 “Distinction Pass”, 1 “Very Good Pass” and 1 “Credit Pass”

## PROFESSIONAL

### **Institute of Chartered Accountants of Sri Lanka**

Final Level-One subject is outstanding

### **Association of Accounting Technicians of Sri Lanka**

Completed in 2009

### **Institute of Bankers of Sri Lanka**

Completed Intermediate in Applied Banking & Finance (**IABF**)-2015

## **IELTS Academic overall band score 5.5 May 2022**

### **Institute of Chartered Accountants of Sri Lanka**

Studied Microsoft Dynamic NAV ERP system

## UNDER GRADUATE RESEARCH

A case study of comparative analysis on traditional based costing and activity-based costing in **2016 University of Jaffna**

## SKILLS

- Accounting standards, interpretations & general practices
- Accounting data analysis and summarise to report
- Attention to details
- Communication with individual and group
- Out of box thinking
- Problem solving
- Organising and prioritising works
- Ability to maintain strong interrelationship among the other departments
- Team work
- Computer literacy
- Negotiation

## WORK EXPERIENCE

Organization	Position	Time Frame	Experience
University of Peradeniya	Project Clerk	Sep 2007 to Jan 2010	-Maintain project inventory & reconciliation -Maintain project petty cash & reconciliation -Collect project sales and record -Maintain project staff attendance and leaves -Prepare purchase requisition for approval
SDM Financial Services (Pvt) Ltd	Accounts Executive	Jan 2016 to March 2020	-Book keeping -Balance Sheet reconciliations -Reconciliation of multiple bank accounts and petty cash -Maintain intercompany current accounts -Preparation of accruals, prepayment for month end account and posting journal entry -Reconciliation of payable, receivables and income -Preparation of monthly/annual accounts
People's Merchant Finance PLC	Senior Finance Executive- Finance operation & Taxation	Apr 2020 to July 2022	-Authorization of payments -Monitoring branch cashier operation -Reconciliation of multiple bank accounts -Preparation of accruals, prepayment & JEs -Front end reconciliation with general ledger -Preparation of Ad Hoc reports -Preparation of monthly/annual accounts -Liaise with auditors for company accounts -Handling company taxes (VAT, Income)
Career Break	Health and well-being	Aug 2022 to Feb 2023	Suffer with fatty liver and hemorrhoid. Undergone medical treatment and surgery to recover in full.
	Planning to migrate UK for wife's highest studies & my studies	Mar 2023 to Present	Busied with visa process and necessary arrangements. Currently, preparing for upcoming CA final paper in June 2023

## References

1. Mr. L.R. Perera,  
Former Director,  
SDM Financial Services (Pvt) Ltd,  
Colombo 05.  
WhatsApp: +94775460007  
Email: [lasantharp@gmail.com](mailto:lasantharp@gmail.com)
2. Mr .C.P. Abeywickrema,  
Chairman,  
People's Merchant Finance PLC,  
Colombo 02.  
WhatsApp /Tel: +94777562008  
E-mail: [chandula@pmb.lk](mailto:chandula@pmb.lk)

## EXTRA CURRICULAR ACTIVITIES

- Member of faculty student union 2012/13 university of Jaffna
- Senior prefect & an office bearer of school associations
- Member of faculty Football & Elle team
- Coordinator of functions & workshops conducted by the office

## PERSONAL INFORMATION

- Name with Initials : J. A. R. Pushpakumara  
 -Date of Birth : 6th February 1988  
 -Gender : Male  
 -Civil Status : Married  
 -Nationality : Sri Lankan

**I hereby certify the aforementioned particulars are true and accurate to the best of my knowledge and beliefs**

Arjuna Jagodage