



# PRIYANGIKA DHARANI SUBRAMANIAM



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23 December 1995

VISA STATUS : **VISIT VISA** expiring on 06/01/2023

I am a Qualified Chartered Accountant with 5+ years of experience in Auditing, Accounting and Finance including 1.5 years of international audit exposure with excellent Communication skills both written and verbal (fluently) in English, Tamil and Sinhala. I have hands on experience on Advanced excel, MS office packages, Quick books, Xero, Oracle, MYOB, Microsoft dynamics, SAP, Datasnipper and Caseware.



## WORK EXPERIENCE

### **Audit Manager | BakerTilly Sri Lanka**

**2022 APRIL – 2022 NOVEMBER**

- Examine team members' work to ensure that it is in accordance with the risk assessment and that the audit coverage is adequate.
- Lead effective risk-based audit planning to identify and scope in high-risk areas while de-scoping out lower-risk areas.
- Communicating with those who are charged with governance and related parties regarding the observations
- Train team members, recognize their strengths, and encourage them to take ownership of their personal development.

### **Accountant (Secondment) -BakerTilly Staples Rodway | Auckland,New Zealand**

**2022 MARCH – 2022 NOVEMBER**

- Conducted various audit engagements with numerous engagement team members including planning and execution.
- Analysis and documentation of internal controls and control environments
- Determining financial statement assertions and preparing risk cards
- Performing analytical review on financial statement areas
- Preparing management letters.
- Prepared General ledger review and identification of misstatement and reporting to those who charged with governance.
- Working capital analysis – Analyzing and commenting on working capital variances between actuals against budgets.
- Reported on the findings and recommendations and monitor management's response and corrective action plan.

### **Accountant (Secondment) - Pitcher Partner | Perth,Western Australia**

**2021 JULY- 2022 FEBRUARY**

- Analyzed financial and operational results for better understanding of the company performance.
- Drafting audit planning and closing report.
- Liaised with clients and identified risk areas and events after balance sheet date and the impact to financials
- Held responsible for testing revenue, receivables, lease ,payables, exploration assets, discontinued operation movements , share based payments and financial instrument transaction while adhering to IFRSs and IASs and ISAs in various industries like Oil and gas exploration, Mining industry, charities etc.
- Evaluating previous budgets, expenditures to develop and implement future budgets
- Coached and mentored juniors and build internal relationships.
- Held responsible for testing VAT expense and liabilities.

### **Assistant Manager | BakerTilly Sri Lanka**

**(PE Management Consultants (Pvt) Ltd - Consultancy division of BakerTilly Sri Lanka)**

**2020 APRIL – 2021 JULY**

- Enter daily transactions, postings, receipt vouchers, cash, bank, and journal vouchers and maintain the general ledger in the system.
- Performed the financial closing activity on a monthly, quarterly, and annual basis.
- Analyzed revenues, commissions and expenses to ensure they are recorded appropriately on a monthly basis
- Ensured monthly bank reconciliation are prepared and maintained in order.

- Handled fixed assets management and depreciation
- Developed policies, procedures and controls and documented business processes and accounting policies to maintain and strengthen internal controls.
- Contribute to company's financial management which includes all account reconciliations and reporting to necessary parties.
- Liaised with external Auditors during annual audit.
- Prepared budgets and forecasting cash flows and presented to the board.
- Work collaboratively with the team in identification and support of continuous improvement activities and achieving the tasks within deadlines.
- Follow up of Accounts receivable and ensured timely collection and recollection of receivables.
- Preparation of lease schedule as per IFRS 16.
- Prepared financial statements and Board packs on a timely basis for director's review.
- Processing and maintaining payroll for locally based employees and liaising with bank regarding fund transfers for salary payments.
- Preparation and filling of VAT return on timely basis
- Preparation of payroll reconciliation on a monthly basis for each client and posting journal entries.
- Ensured statutory requirements like tax payments and returns are submitted to relevant authorities within the deadline.

### **Trainee Accountant | BakerTilly Sri Lanka**

2018 FEBRUARY – 2020 APRIL

#### **EXTERNAL AUDITS**

- Assisted in the planning of client deliverables and acting as key contact point between the Client, Audit Partners and team of auditors
- Prepared deferred tax and tax computation in accordance with Inland Revenue act
- Engaged in annual stock verifications and review of related controls.
- Prepared gratuity computation for clients.
- Reviewed and tested of business continuity plans and procedures.
- Mentored audit juniors, trainees & assist them with the office orientation.
- Held responsibility for directing the team towards completion of audits in the given deadline.
- Follow up with management on the status of outstanding management action plans

### **Junior Executive- Finance and Accounts | CMA CGM Shared Service Centre, Colombo**

2015 JANUARY – 2016 JANUARY

- Held responsibility for ensuring the quality of invoices processed with zero error to correct vendor account based on type of service provided.
- Coordinated suppliers regarding information about particular invoices to have accurate records in P&L ,any discrepancy in the invoice and coordinated collection..
- Prepared monthly accounts payable report and reported to agencies to arrange payments.
- Prepared monthly reports on team's accuracy and reported to manager in order to ensure zero error.
- Prepared and presented report on annual performance of the team



## **QUALIFICATIONS**

### **PROFESSIONAL QUALIFICATIONS**

- **Associate Chartered Accountant** | Institute of Chartered Accountants Sri Lanka
- **Passed Finalist** | Association of Accounting Technicians Sri Lanka

### **ACADEMIC QUALIFICATIONS**

- **BSc. (Special) Business management** | Wayamba University of Sri Lanka,
- Completed with Second class upper division
- **G.C.E. Advanced level** | Hindu Ladies College, Colombo 06 - 3As 1B
- **G.C.E. Ordinary Level** | Hindu Ladies College, Colombo 06 - 8As 1B



## **OTHER QUALIFICATIONS**

- Merit in Diploma in Computer based application - WUSL
- Diploma in ICT – IDM
- BTEC Diploma in ICT –IDM
- Advanced Diploma in Digital pre-press (ADDP) – CSC Computer Studies.



## PUBLICATION

- Published researched article *“Impact of social networking on employee performance of executive level employees in finance industry with special reference to Colombo district”* on 1st Wayamba Conference in Management organized by Department of Business Management, Faculty of Business studies and Finance, Wayamba University of Sri Lanka.



## SPECIAL ACHIEVEMENTS

- Won Lions excellence best performer of the month award at CMA CGM Share service Centre
- Participated in youth forum organized by AIESEC Sri Lanka held in 2016.
- Participated in Sri Lanka Model United Nations (SLMUN) conference held in 2010.
- Religious Association Drama competition winners (2009 & 2011)
- Senior Prefect (2013/2014)
- President of Prefects' Guild (2013/2014)
- Participated in English Debating which emerged as the champion in English day competition (2011)
- 2nd Runner up at Divisional level English day Speech competition held in 2012.
- Vice President of Sri Lanka Unites (2013/2014)
- Vice President of Mother Sri Lanka (2013/2014)
- Assistant Secretary English literary Association (2013/2014)

## NON RELATED REFEREES

Mr.Thushanthan Vethey  
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I the undersigned certify that to the best of my knowledge and belief, this correctly describes my qualifications and myself.

P.D.SUBRAMANIAM