

Hermawan

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PROFESSIONAL SUMMARY

Experienced Finance Supervisor with over 9 years in Accounts Payable within leading retail companies in Indonesia, including Indomaret Group and Erajaya Group. Skilled in SAP, Oracle, and digital transformation initiatives that improve efficiency and accuracy. Adept at leading teams, streamlining workflows, and delivering timely financial operations. Strong technical foundation in Computer Science and hands-on experience in Python, SQL, Tableau, and Machine Learning. Seeking a finance leadership role where I can drive digital transformation and improve operational efficiency.

PROFESSIONAL EXPERIENCE

Finance Supervisor – PT Sinar Eka Selaras Tbk (*Erajaya Group Companies*) *October 2023 – Present*

- Conduct weekly cash flow forecasting for Treasury team.
- Maintain communication with major suppliers regarding payments, return netting, and AR invoices.
- Coordinate with IT PMO team to prepare systems for new subsidiaries and brand launches (e.g., Under Armour, Xpeng EV).
- Verify supporting documents for supplier payments.
- Assist the Finance Manager with audit queries.
- Perform monthly closing by analyzing GR/IR data in SAP.
- Resolve outstanding supplier advances and long-standing GR/IR items.
- Mentored staff by introducing workflow improvements based on previous experience.

Key Achievement:

- Automated bulk invoice processing (Create, Update, Delete) in SAP, previously done manually, significantly accelerating transaction recording and month-end closing.

Account Payable Coordinator – PT. Inti Cakrawala Citra (Indomaret Group)

January 2019 – October 2023

- Supervised and coordinated with 30 branch managers regarding petty cash, advances, and claims.
- Created weekly reports on outstanding advances for follow-up with branch managers.
- Reviewed completeness of financial documents (invoices, tax receipts, delivery notes).
- Prepared AR and return data for offsetting against supplier payables.
- Ensured supplier payments aligned with due dates.
- Participated in ERP development with division head and IT team.
- Provided guidance to junior staff and management development program (MDP) members.

Key Achievement:

- Reduced monthly unresolved advance cases from 20+ to 5 by building a Google Form and Spreadsheet interface.
- Implemented automatic email reminders for outstanding advances using Google Sheets and AppSheet.

Account Payable Administration – PT. Inti Cakrawala Citra (Indomaret Group)

March 2016 – December 2018

- Processed daily accounts payable data submitted by store managers.
- Verified financial documents including invoices, delivery orders, and tax receipts.
- Coordinated with accounting and tax teams for journal entries.
- Recorded all petty cash and supplier disbursements.
- Reviewed unresolved payables weekly.
- Maintained document archiving system.

Key Achievement:

- Automated WHT (Withholding Tax) data capture via Oracle during procurement stage, improving tax accuracy upon invoice entry.

EDUCATION

Universitas Budi Luhur, Jakarta, Indonesia

Bachelor's Degree in Computer Science

GPA: 3.69/4.00 | 2018 – 2022

SMKN 9 Jakarta, Indonesia

Vocational High School – Accounting

2012– 2015

CERTIFICATIONS & TRAININGS

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- Binar Academy – Data Science Bootcamp (2023)
 - Pacman Academy – Data Visualization with Tableau: Marketing Analytics (2023)
 - RevoU – Intro to Data Analytics (2022)
 - Universitas Budi Luhur – MonsoonSIM (2021)
 - Universitas Budi Luhur – Algorithm Competency (2020)

TECHNICAL SKILLS

SAP, Oracle, Accurate, Microsoft Excel, Word, Python, SQL, Tableau, Trello, RapidMiner, Machine Learning, Deep Learning

SOFT SKILLS

Digital Transformation, Process Improvement, Leadership, Analytical Thinking, Critical Thinking, Problem Solving, Team Management, Attention to Detail, Decision Making and Communication

LANGUAGES

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- Bahasa Indonesia: Native
 - English: Intermediate