

Putra Rat Ajari

Jakarta, Indonesia • putra.ratt@gmail.com • Phone : 082133377792 • [Portofolio](#) 

Objective

I am a finance and accounting professional with solid experience in accounts receivable, project finance, budgeting, and tax administration. I have managed financial operations across several construction projects and ensured accurate reporting, timely billing, and smooth cash flow. Proficient in SAP S/4HANA and able to create clear financial dashboards using Google Looker Studio. Known for strong attention to detail, good communication, and the ability to work efficiently under deadlines.

Professional Skill

- Manage AR, AP, petty cash, and daily project finance operations.
- Prepare journal entries, financial statements, and monthly cash flow reports.
- Handle full AR cycle: invoicing, tracking, aging report, and collection follow-up.
- Conduct reconciliations between AR sub-ledger and general ledger for data accuracy.
- Prepare annual budgeting and monitor monthly budget spending.
- Create financial dashboards using Google Looker Studio, Google Sheets, & Power BI.
- Proficient in SAP S/4HANA (Finance/AR) and Microsoft Office.

Soft Skill

- Attention to detail
- Strong communication
- Analytical thinking
- Time management
- Problem-solving
- Teamwork & collaboration
- Work discipline
- High accountability

Work Experience

PT Wijaya Karya Bangunan Gedung Tbk

Staff of Finance, Collecting, and Accounting

Maret '23 – Des '25

- **Input and verify** accounts receivable journals in **SAP S/4HANA**.
- Prepare **annual planning and budgeting** consolidation reports.
- Prepare **RKAP 2026** and support annual financial planning.
- Monitor **monthly budget** usage for divisional operations.
- Generate monthly **Cash flow** consolidation reports.
- **Manage end-to-end AR cycle**, from invoicing to collection follow-up.
- **Maintain AR** data accuracy through routine reconciliation with the general ledger.
- Build **AR dashboards** using **Google Looker Studio & Power BI** to support management decision-making.
- Prepare **AR Aging Reports** and maintain complete invoice tracking logs.

PT Wijaya Karya Bangunan Gedung Tbk – Project Assignments

Mardika Market Project (Ambon, Maluku), Mandiri Bank Tower Project (Denpasar), Makassar Airport Terminal Project

Accounting and Finance Staff

Desember '19 – Maret '23

- Prepare journal entries, trial balances, and monthly financial statements.
- Manage vendor invoices, documentation, and payment processes.
- Perform daily cash and sales reconciliations.
- Maintain vendor and project documentation in an organized database.
- Oversee petty cash and ensure accurate usage tracking.
- Coordinate with project owners to accelerate receivable collections.
- Handle general administrative needs, including accommodation and personnel logistics.

PT. Wijaya Karya (Persero) Tbk.

Accounting and Finance Staff – IPAL Suwung Project, Bali

September '18 – September '19

- Prepare monthly financial reports and support project accounting activities.
- Manage vendor documents, invoicing, and project payments.
- Conduct reconciliations and ensure accuracy of cash transactions.
- Support general administration and maintain relations with external partners.

Finance Staff - 2,250-Unit Housing Development Project in Ain Defla, Algeria

Februari '17 – Maret '18

- Record project expenses and prepare accounting journals.
- Process tax payments and prepare monthly project budgets.
- Prepare project financial reports and manage operational logistics.

Perum Pembangunan Perumahan Nasional (PERUMNAS)

Oktober '13 – September '16

Accounting Staff

- Compile weekly, monthly, and annual financial reports.
- Manage company financial administration and budgeting.
- Support financial planning and expenditure control.

Marketing Staff

- Prepare product promotional materials and sales visit schedules.
- Assist in developing marketing strategies to increase customer acquisition.

Training

- TOEFL ITP (**Score 580**) – ETS – 2025.
- Supervisory Skills by PT. Wijaya Karya (Persero) Tbk (2025)
- Basic Financial Modelling Batch 69 by PPA FEB UI (2024)
- QSHE Awareness - PT. Wijaya Karya (Persero) Tbk – 2022

Formal Education

Universitas Diponegoro

Agustus '10 - Juli '13

Majoring in D3 Accounting with GPA : 3,40 (in scale of 4,00)

Universitas Islam Sultan Agung

September '13 – Agustus '15

Majoring in S1 Accounting with GPA : 3,31 (in scale of 4,00)