

Anushka Appuhamy

B.Sc. in Business Management (Special), CBA



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🇱🇰 Sri Lankan

Versatile professional with over 8 years of experience in internal auditing, accounting, and external auditing, complemented by strong administrative skills. Adept at streamlining operations, and ensuring compliance with organizational policies and procedures

Work Experience

Junior Executive

December 2018 - November 2024

Sampath Bank PLC | Colombo

Sampath Bank PLC is a licensed commercial bank incorporated in Sri Lanka in 1987 with 229 branches and 373 ATMs island-wide.

- Reviewing financial statements, expense reports, inventory, and financial data
- Creating risk assessments for each department and reviewing the adequacy of risk management procedures
- Monitoring the application of internal control systems and ensuring they are effective
- Reviewing the efficiency of the bank's routine operations
- Preparing comprehensive internal audit reports and discussing draft findings with the auditee
- Developing detailed audit plans and programs for key credit risk areas
- Leading fraud investigations and special assignments as required by management
- Processed daily financial transactions including deposits, withdrawals, transfers, and loan disbursements, ensuring adherence to banking policies and industry regulations
- Conducted detailed financial assessments to recommend personalized banking solutions, contributing to an increase in customer satisfaction and retention by 20%
- Collaborate with team members to achieve branch sales targets, consistently exceeding monthly goals by 10-20%
- Resolve customer issues, complaints, and concerns effectively, ensuring high levels of customer satisfaction and loyalty

Accounts Executive

February 2017 - August 2018

Gooryong Lanka PVT LTD | Katunayake

It is an Export company involved in Padding, Quilts, Bed Spreads

- Preparation of monthly, quarterly, and annual financial statements, ensuring accuracy and compliance with accounting standards and company policies
- Maintained general ledger by posting journal entries, reconciling accounts, and managing financial records to ensure completeness and accuracy
- Supported the accounts payable and accounts receivable functions, processing invoices, managing vendor payments, and ensuring timely collections of outstanding receivables
- Conducted bank and credit card reconciliations, identifying discrepancies and resolving issues to maintain accurate financial records
- Assisted with payroll processing, ensuring timely and accurate compensation for all employees while maintaining compliance with tax regulations
- Helped prepare budgets and forecasts, collaborating with senior accountants to track actual versus budgeted expenditures and identify cost-saving opportunities
- Provided financial analysis and reporting to senior management, contributing to decision-making and strategic planning

Audit Trainee

January 2016 - January 2017

Rajeev Jayathilake & Company | Jaela

Rajeev Jayathilake & Company is a firm of Chartered Accountants, Management Accountants, Business Advisory & Tax Consultants, and Company Secretaries

- Conducted comprehensive financial audits for a diverse range of clients, ensuring compliance with applicable accounting standards and regulations
- Evaluated internal control systems, identifying weaknesses and recommending improvements to mitigate financial risks and enhance operational efficiency
- Prepared detailed audit reports, presenting findings, discrepancies, and actionable recommendations to senior management and clients to improve financial integrity
- Assisted in the planning and execution of risk-based audits, utilizing data analytics tools to assess financial data and uncover potential areas of concern
- Collaborated with cross-functional teams to perform audits in various areas including financial reporting, tax compliance, and regulatory adherence
- Reviewed and tested financial statements for accuracy, consistency, and completeness, ensuring that they met the requirements of regulations
- Supported clients in navigating complex accounting and tax issues, providing expert advice on best practices for financial reporting and internal controls
- Managed client relationships by providing ongoing support, addressing concerns, and offering proactive solutions to enhance financial processes
- Assisted in preparing for external audits, ensuring that all necessary documentation and financial records were organized and accurate

Core Skills

Analytical Skills, Attention to Detail, Financial Reporting, Problem-Solving, Regulatory Knowledge (IFRS, GAAP), Communication Skills, Time Management, Risk Management, Technical Proficiency (QuickBooks, SAP, Tally, Microsoft Office), Ethics and Integrity, Organizational Skills, Customer Service, Financial Analysis

Education

B.Sc. in Business Management (Special)

January 2012 - November 2016

Rajarata University of Sri Lanka

Certificates

Certified Business Accountant

September 2017

Institute of Chartered Accountants of Sri Lanka

Passed the AAT Final Examination

January 2012

The Association of Accounting Technicians of Sri Lanka

Certificate Course on Treasury and Foreign Exchange Operations

April 2024

Central Bank of Sri Lanka

Intermediate in Applied Banking and Finance

December 2019

The Institute of Bankers of Sri Lanka

CISI Level 2 Award in Fundamentals of Financial Services

January 2013

Chartered Institute for Securities & Investment

Certificate course on Cash Operations

July 2022

Sampath Bank PLC

Languages

- **Sinhala:** Native
 - **English:** Fluent
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References

- Available upon request