

SRITHARAN A/L PULENTHIRAN

ACCOUNTS EXECUTIVE

OBJECTIVE

Detail-oriented Account Executive with 7+ years of hands-on experience in corporate and logistics finance. Adept at managing full sets of accounts, streamlining reconciliation processes, and leveraging accounting systems to enhance operational efficiency. Seeking to contribute strategic financial insight and operational precision to a dynamic organization focused on scalable growth and process optimization.

EXPERIENCE

UNIQBE (M) SDN BHD – Account Executive

Jun 2023 – Dec 2024

- Prepared journal entries including depreciation, accruals, and prepayments
- Handled payment vouchers, petty cash, and cashbook reconciliation
- Managed fixed asset records through AutoCount software
- Performed bank and inter-company reconciliations to ensure financial accuracy

TIGERS GLOBAL LOGISTICS (M) SDN BHD – Account Executive

Apr 2019 – May 2022

- Processed staff claims, payroll entries, and monthly bank reconciliations
- Maintained cash flow documentation, petty cash logs, and journal transactions
- Enhanced accuracy in financial reporting across logistics operations

GRV LOGISTICS SDN BHD – Account Executive

Aug 2018 – Mar 2019

- Issued and recorded invoices, payment vouchers, and journal entries
- Managed accounts payable statements and reconciled cashbook records
- Supported monthly closing processes across departments

CONTACT

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📍 Klang, Selangor

PROFILE SUMMARY

- 7+ years of experience in end-to-end financial operations across logistics and corporate sectors
 - Proficient in AutoCount, UBS, CargoWise, and full-cycle accounting for multi-entity structures
 - Proven ability to meet tight deadlines while ensuring accuracy in financial reporting
 - Strong foundation in bank reconciliations, fixed asset management, and inter-company transactions
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EDUCATION

Bachelor of Accountancy

Universiti Selangor, Shah Alam

CGPA: 3.38 / 4.00

GLOBAL OUTSOURCING SOLUTIONS – Account Assistant

Jun 2017 – Jul 2018

- Maintained full set of accounts using UBS software
- Conducted regular bank reconciliations and transaction audits

SANG & CO – Audit Trainee

May 2015 – Dec 2015

- Performed audit checks on financial assets, liabilities, and internal controls
- Assisted with review of accounts payable, receivable, and disbursement records

SKILLS

Accounting Systems: AutoCount, UBS, CargoWise, IWA

Finance Tasks: Full Set of Accounts, Bank Reconciliation, Journal Entries, Fixed Asset Management

Office Tools: Ms Excel, Ms Word

Soft Skills: Detail-Oriented, Deadline-Driven, Team Collaboration, Process Improvement

Additional Information

Languages: Fluent in English, Malay, Tamil

References: Available upon request