

MRS Amanda Devi APPOO ULLAGEN

Current Address:

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Email: amandajc18@hotmail.com

Age: 29 years

Experience

TMF Group

January 2024 – Till now

Senior Accountant

Key Tasks:

1. Organisation and review of the bookkeeping and reconciliation, including:
 - Account payable & account receivable (invoices & credit notes)
 - Bank
 - Employees expenses
 - Payroll statements
 - Organisation and review of the preparation of the tax declaration (including VAT & CIT)
2. Organisation and review of the preparation of the client's reports
3. Preparation of the different internal review notes and audit files
4. Responsible for the closing, including cut off and financial statements
5. Responsible for the Client Relationship, including:
6. Set up a trustful and collaborative relationship with the Client
7. Answer to complex questions
8. Management of escalations
9. Coordination of services with other TMF Team for multi-services clients (VAT, GEM, Payroll)
10. Follow up of Client's profitability
11. Participation to internal project (automation, continuous improvement, trainings ...)
12. Support more junior employees in their training and daily work
13. Reporting proactively and on time to Supervisor and Managers to ensure fluidity and compliance in the workflow
14. Any other tasks assigned by the supervision

Curtin Mauritius

February 2020 – December 2023

Lecturer in Accounting

Key Tasks:

1. Lesson planning, preparation and research
2. Invigilating examinations
3. Liaising with other professionals/employers

KPMG Mauritius**July 2016 – January 2020**

KPMG is a global network of independent member firms offering audit, tax and advisory services.

Assistant Manager**Key Tasks:**

1. Plan and conduct operational and financial audits to assure financial statements are fairly presented in
2. alignment with IAS/IFRS/US GAAP.
3. Identify and assess risks of material misstatement of financial reports due to fraud; assess internal controls and ensure controls are effectively designed.
4. Design and implement responses to material misstatement, test appropriateness of journal entries while focusing at end of reporting period, review accounting estimates for bias, and analyze significant unusual transactions.
5. Coordinate auditing assignments and ensure audit staffs are aware of clients' business and relevant
6. issues impacting operations and audits.
7. Prepare Audit Financial Statements for clients.
8. Perform Tax computation for both offshore and local companies.

BDO Mauritius (Trainee)**June-July 2015****Key Tasks:**

1. Perform audit procedures on the financial statement captions of The Mauritius Commercial Bank

Professional Certificate and Membership**ACCA – Association of Chartered Certified Accountant****July 2013- July 2016**

ACCA Member – ACCA fully qualified

Education**Edinburgh Business School – Heriott Watt University****January 2017 – December 2018**

Master of Business Administration – specialization in Finance

University of Mauritius August**2013 – July 2016**

BSc Hons Banking and Finance (First Class with Honours)

Higher School Certificate – Pamplémousses SSS**2006-2012**

HSC Results - A* A B a a & SC Results – 14 Aggregates

Other Certificates

- ❖ E audit (Software to record and report audit work done)
- ❖ Audit 1, Audit 2, Audit 3 and Audit 4 by KPMG Mauritius
- ❖ IC3

Software Experience

- ❖ E audit, Exact Online, SilverFin

Languages

- ❖ Fluent in English, French, Creole and Tamil

Interests - Other

- ❖ Volunteer and Internal Auditor at a Special Education Needs School (Association of Disability Service Providers - ADSP) since January 2019.