

IMAMAM SYAMSHAQ

Finance & Accounting | Budget & Cost Control | Finance Systems & Web Development

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PROFILE SUMMARY

Finance and accounting professional with 5+ years of experience, including leading a finance team of 5 at a mid-sized company in an Assistant Manager-level scope. Owned company-wide OPEX/CAPEX budgeting across 5 divisions, oversaw an average of IDR 20 billion in monthly cash flow, and handled banking and credit matters (bank loans, credit facilities, bank guarantees). Prepares complete financial statements, designs internal control procedures (SOP), and supports tax reporting. Also builds finance systems and web applications (Google Sheets, Apps Script, SQL/Supabase, Cloudflare) and has B2B sales experience. Building toward a finance management role.

PROFESSIONAL EXPERIENCE

Business Partner, Finance & B2B Sales

Jul 2026 – Present

Tasreh Raudhah (Atha Group)

- Acquired 300+ travel agency clients across Indonesia through door-to-door visits, direct prospecting, and follow-ups.
- Generated over IDR 500 million in revenue within four months.
- Issued client invoices, monitored incoming payments, and managed cash flow bookkeeping and day-to-day financial records.
- Designed operational procedures and technical regulations for order processing, and coordinated with the product owner so permit orders were processed on time.
- Built a booking website and admin panel (Google Sheets, Apps Script, Supabase, Cloudflare Pages) to support client ordering and reporting.

Membership Consultant, Sales & Client Relations

May 2025 – Jun 2026

PT Lebih Cepat Dari Cahaya (FTL Gym)

- Made outbound calls and follow-ups to paid and organic leads, and scheduled trial visits.
- Ran consultations and needs analysis, then presented membership programs, pricing, and promotions.
- Handled objections with a consultative approach and re-engaged dormant leads.
- Kept daily sales reports and CRM records accurate; worked toward daily and monthly sales targets.

Admin Account Banking (Assistant Manager-level scope)

Jul 2022 – Apr 2025

PT Integra Mitra Solusi (mid-sized company, with Surabaya branch)

- Led a finance team of 5 (2 AR, AP, Banking, 1 intern), directing their work and priorities.
- Oversaw cash flow averaging IDR 20 billion per month, covering AR/AP, banking, and monthly closing.
- Owned OPEX and CAPEX budgeting and control for the entire company, including the budgets of 5 divisions; ran budget vs actual, project budgeting, and margin analysis.
- Handled bank loans, credit facilities, and bank guarantees, including interest cost calculations and tracking of project retention and maintenance periods; managed the corporate credit card.
- Assisted with capital and dividend calculations, prepared fiscal reports, and supervised the financial reporting of the Surabaya branch.
- Designed internal control procedures: project commission claim flow, business travel SOP (with tax impact), and sales operational expense claim flow.
- Prepared and reviewed monthly financial statements (P&L, Balance Sheet, Cash Flow), bank reconciliations, journals, and accrual/prepaid schedules.
- Supported tax reporting (SPT Masa PPh, withholding tax, annual corporate income tax return) and kept data audit-ready for internal and external audits.

Budget & Controlling Staff, Project Cost Control

Oct 2019 – Jul 2022

PT Trimatra Tatagraha

- Prepared project cards with detailed cost breakdowns and budget allocations.
- Monitored project budgets, tracked variances, and delivered regular cost reports to management.
- Trusted by the manager to run project administration; processed daily transactions with proper supporting documents.
- Coordinated with other departments on financial planning and cost efficiency.

OTHER EXPERIENCE

Event Staff, Registration & Runner (Freelance)

Sep 2026

Pokémon TCG League, PIK 2

- Handled participant registration and check-in, and supported the event team as a runner.

Deck Cadet, Sea Training (Assistant Officer & Helmsman)

May 2015 – Jun 2016

PT Bangka Jaya Line, container vessel (Sunda Kelapa – Bangka – Riau)

- Assisted the Second Officer and Chief Officer on deck, and served as helmsman during voyages.

WEB & SYSTEMS DEVELOPMENT

Builds lightweight business web systems end to end, from spreadsheet prototype to live website:

- Workflow:** Google Sheets → Apps Script → Supabase (SQL) → GitHub → Cloudflare Pages.
- Features:** booking and ordering pages, admin panels, Google login, automated reports, and Calendar/Gmail integration.
- Focus:** finance and operations systems: invoicing, cash flow monitoring, bookkeeping, and reporting. Project portfolio coming soon.

KEY ACHIEVEMENTS

- Led a finance team of 5 and owned company-wide OPEX/CAPEX budget control across 5 divisions (PT Integra Mitra Solusi).
- Built a client base of 300+ travel agencies and IDR 500M+ in revenue in four months (Tasreh Raudhah).
- Designed claim and travel SOPs that tightened expense control and tax compliance.
- Delivered accurate bank reconciliations for twelve consecutive months.

EDUCATION

Bachelor of Accounting (In Progress), Universitas Terbuka

2026 – Present

Nautical Science Level IV (ANT IV), BP2IP

2014 – 2017

Vocational High School, Nautical Program, SMK Pelayaran Jakarta Raya

2010 – 2013

CERTIFICATIONS

- Tax Training for Business Entities (PPh focus), PAKAR – 2024
- Maritime safety and security certifications (Basic Safety Training, Ship Security Officer, Advanced Fire Fighting, Medical First Aid, and others), STIP/BP2IP – 2014–2017

SKILLS

Leadership & Control	Team Leadership, Budget Ownership (OPEX/CAPEX), SOP & Internal Control Design, Cross-department Coordination
Financial Reporting	Income Statement (P&L), Balance Sheet, Cash Flow, Statement of Changes in Equity, Notes to Financial Statements, Monthly Closing
Finance Analysis	Budget vs Actual, Cost Control, Discounting, Time Value of Money, OPEX & CAPEX Projection, Asset Management, Depreciation
Treasury & Banking	Bank Loans, Credit Facilities, Bank Guarantee, Interest Calculation, Retention & Maintenance Tracking, Corporate Card Management
Accounting	Journal Entry, AP/AR & Aging, Bank Reconciliation, Accrual & Prepaid, Invoicing, Cash Flow Bookkeeping
Tax	PPh 21/23/25, Withholding Tax, SPT Masa PPh, SPT Tahunan PPh Badan, PPN (VAT) fundamentals
Investment (learning)	Investment Management, Bank Investment Products
Web & Data	SQL, Supabase, Cloudflare Pages, GitHub, Google Apps Script, Google Sheets, AI Automation
Sales	B2B Prospecting, Door-to-Door Sales, Consultative Selling, Objection Handling, CRM Reporting
Tools	Microsoft Excel (Specialist), Accurate Online, SAP, Word, PowerPoint
Other	Valid car driving license (SIM A), event operations support