ANGELINA SURYANTO

Analyst | Ex-Auditor | Data-Driven, Detail-Oriented, Insight-Focused

Surabaya | 082233502568 | angelinasuryanto06@gmail.com | Linked in: Angelina Suryanto

SUMMARY

Highly motivated accounting graduate (GPA 3.98) with 2+ years of experience in audit, business analysis, and administrative operations. Strong analytical thinking, financial reporting, and cross-functional coordination skills. Currently transitioning into the Web3 industry, learning decentralized finance (DeFi), tokenomics, and DAO ecosystems. Eager to contribute to forward-thinking teams in operations, business development, or research roles.

EXPERIENCE

Untung Bintang Fortuna Store – Kediri, Indonesia
Administrative Assistant (October 2020 – August 2022)
- Set the calculation and payment of 100 employee salaries through interbank transfers.
- Supervise stocks for more than 200 types of goods in the warehouse.
- Prepare annual financial reports based on the perpetual methods.

Shinewing Indonesia – Surabaya, Indonesia
Audit and Assurance Professional Development Staff (July 2023 – August 2024)
- Created 30+ audit reports across diverse industries, ensuring compliance with audit standards.
- Completed end-to-end audit procedures in ATLAS, including risk assessment and reporting, for 15+ companies.
- Conducted data reconciliation and vouching for 100+ transactions to support audit working papers.
- Developed working papers for key accounts such as receivables and revenue across various sectors.

DPO & Co, – Remote, USA
Business Analyst (October 2024 – Present)
- Analyzed financial and operational data to identify performance trends, resulting in a strategic recommendation that contributed to revenue growth of over USD 100,000.
- Prepared detailed business reports and interactive dashboards, enabling data-driven decisions that resolved key operational issues across multiple departments.
- Conducted in-depth market and competitor research to support project proposals, targeting over 1,000 potential customers in segmented markets.

EDUCATION

CIPUTRA UNIVERSITY (2020 - 2024)
Bachelor of Accounting – 3.98

ORGANIZATION AND VOLUNTEER EXPERIENCE

Student Union Accounting – Surabaya, Indonesia
Secretary (June 2022 – June 2023)
- Drafted 5+ event proposals and 400+ administrative documents including MoUs, permits, and certificates.
- Managed end-to-end event reporting, delivering accountability reports for 10+ student-led initiatives.

Direktorat Jenderal Pajak – Surabaya, Indonesia
Tax Volunteer (January 2021 – May 2021)
- Educated 100+ taxpayers on tax compliance.
- Assisted with 25+ annual tax return submissions.

SKILLS, LANGUAGE AND CERTIFICATION

- Skills : Communication, Time, Task & Project Management, Problem Solving, Analytical Thinking
- Language : Indonesian, English, Korea, Chinese
- Software skills : ATLAS, Accurate, Microsoft Office, Computer Ease, Quickbooks
- Data & Reporting : Power BI & Excel
- Certification : ICAEW (Accounting Module), IELTS (7)

CURRENTLY EXPLORING

- Tokenomics and DeFi fundamentals
- DAO governance structure and contributor onboarding
- Data analysis using Power BI and Dune AnalyticS