

KRISHANTHAN (MAAT)

ACCOUNTING • FINANCE • BUSINESS SUPPORT

PROFESSIONAL JOB PORTFOLIO

Accounting professional with more than eight years of experience in bookkeeping, financial reporting, finance administration, client interactions, and corporate and business growth.

LOCATION	148/12, Nillamba, Galaha.
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Member of the Association of Accounting Technicians of Sri Lanka (MAAT) with professional training in accounting and business.

01 PROFESSIONAL PROFILE

Accounting professional with more than eight years of experience in bookkeeping, financial reporting, finance administration, client interactions, and corporate and business growth. Proficient with Microsoft Excel, accounting software, financial record management, pricing strategies, and sales reporting. Experienced in supporting business growth, maintaining precise financial records, and providing effective client solutions.

02 CAREER HIGHLIGHTS

8+ YEARS	Professional experience across accounting, finance administration, sales support and client management.
MAAT	Member of the Association of Accounting Technicians of Sri Lanka.
FINANCE	Financial records, reporting, accounts payable/receivable and management accounting.
BUSINESS	Customer accounts, pricing strategies, contract negotiation and business development support.

03 PROFESSIONAL EXPERIENCE

ACCOUNT EXECUTIVE

2023 – 2026

Haira Farms (PVT) LTD

- Manage client accounts and maintain strong customer relationships to support customer satisfaction and retention.
- Maintain accurate sales and customer records using CRM software.
- Manage customer accounts and provide financial and administrative support throughout the sales process.
- Negotiate contracts with clients to achieve profitable business outcomes.
- Develop customer-specific pricing strategies based on client requirements.
- Support business development and sales activities to improve customer retention and revenue opportunities.

ACCOUNTANT

2018 – 2023

Wilson Hardware & Distribution Company, Sri Lanka

- Managed day-to-day accounting operations and maintained accurate financial records.
- Prepared financial statements and management reports for review and decision-making.
- Recorded and monitored financial transactions to ensure accuracy and completeness.
- Maintained accounting documentation and supported financial reporting activities.
- Assisted management with financial information and accounting-related requirements.

ACCOUNT ASSISTANT

2017 – 2018

H.M Associates Audit Institution, Sri Lanka

- Managed accounts payable and accounts receivable processes.
- Maintained financial records and supporting documentation.
- Assisted with audit activities by providing required financial information and records.
- Supported accounting operations and ensured timely processing of financial transactions.

04 CORE COMPETENCIES



The visual levels above are presentation aids based on the breadth of skills documented in the supplied CV; they are not externally assessed scores.

05 FUNCTIONAL VALUE

FINANCE & CONTROL	Financial records, transaction monitoring, reporting, accounts payable/receivable, documentation and audit support.
MANAGEMENT SUPPORT	Financial statements and management reports prepared for review and decision-making; accounting information provided to management.
COMMERCIAL SUPPORT	Customer accounts, sales records, pricing strategies, contract negotiation and business development support.
CUSTOMER MANAGEMENT	Client account management, relationship building, customer satisfaction and retention support.

06 EDUCATION & PROFESSIONAL QUALIFICATIONS

Higher Diploma in Management

The Open University of Sri Lanka | 2018 – 2020

Business management, accounting, marketing, economics, human resource management, operations management, financial management, business law, information systems, organizational behaviour, strategic management and quantitative techniques.

Diploma in Accounting & Business

AAT Sri Lanka | 2022 – 2023

Financial accounting, financial & cost accounting, financial reporting, management accounting & finance, corporate & personal taxation, risk controls & audit, business management, business law, economics, business mathematics & statistics, digital transformation & information systems, and business communication.

PROFESSIONAL MEMBERSHIP

Member of the Association of Accounting Technicians of Sri Lanka (MAAT).

07 CAREER TIMELINE

2017 – 2018

● **Account Assistant**

H.M Associates Audit Institution, Sri Lanka

2018 – 2023

● **Accountant**

Wilson Hardware & Distribution Company, Sri Lanka

2023 – 2026

● **Account Executive**

Haira Farms (PVT) LTD

08 PROFESSIONAL POSITIONING

Primary profile: Accounting and finance professional with a strong combination of financial reporting, accounting operations, customer account management and commercial support.

Business contribution: Supports accurate financial information, management reporting, customer retention, pricing activities and business development.

Working strengths documented in the CV: Financial accuracy, reporting discipline, client relationships, problem solving, communication, teamwork and attention to detail.

LET'S CONNECT

Krishanthan (MAAT) • Account Executive / Accounting Professional

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Portfolio prepared from the information contained in the supplied professional CV.