



# Harshan Karunaratne Madduma Kankanamalage

## Trained Investment Analyst cum Account Assistant

Male | United Kingdom, Westcliff-on-Sea

Citizenship: Sri Lanka

The entry level training program completed to become an investment analyst from Quill Capital Partners from Dec. 2023 to April 2024 and Training as a Data Analyst from Techway Placements from Jan 2024. More than 20+ years total experience in Taxation, Accounting, IT, Data Analysis, Statistics & Mathematics with two Masters degrees with verified certificates. I'm seeking for a challenging opportunity.

### Contact

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### Skills

Microsoft Office

Statistical Data Analysis

Taxation

Financial Analysis

Financial Accounting

Office Management

R, EViews, Excel, SPSS, ..

Leadership Skills

Financial Management

Hotel Management

### Languages

English

Fluent - 04



Sinhala

Native - 05



Tamil (Spoken)



Beginner - 01

### Professional Experience



#### Account Assistant

Tally Wise Ltd

Dec 2023 - Present | Part-Time

I have been working as an Temporary Account Assistant in Tally Wise Ltd since December 2023. Job role includes preparation of timesheets & invoicing, and drafting management accounts such as income statement, balance sheet, and cash flow statement using accounting records.



## Senior Deputy Commissioner

Inland Revenue Department(IRD)

Jan 2020 - Nov 2023

### The key role and responsibilities:

1. Initiating and conducting tax audits by a field inspection or a desk audit based on audited financial statements, tax returns(CIT & VAT) and the power of authorization granted by the Inland Revenue Act , No. 24 of 2017 and the Value Added Tax(VAT) enactments.
2. Analyzing audit data, financial statements, journal entries ,books and records , ERP system reports ,and information seeking & data mining techniques, and risk identification in order to apply and interpret provisional results of audit findings.
3. Conducting interviews and negotiating with Taxpayer or Authorized Representatives or Chartered Accountants on behalf of Taxpayer for an amicable settlement for additional tax liabilities based on the provisions of tax enactments and audit findings.
4. Issuing additional /amended tax assessments based audit findings, If a settlement is reached with taxpayer to collect due taxes or issuing estimated tax assessments if a settlement is not reached by both parties. Collection action to be taken, if tax assessment is final and conclusive.
5. Settlement of administrative review request(appeal) lodged by taxpayers in the event of an assesses is dissatisfied with the tax assessment.
6. Participating appeal hearings in Tax Appeal Commission(TAC) under power of authority delegated by the Commissioner General of Inland Revenue for oral and written submissions (averments).



## Deputy Commissioner

Inland Revenue Department(IRD)

Jan 2017 - Dec 2019

### Key role and responsibilities

1. Initiating and assessing tax liabilities by competing tax audits of corporate /non-corporate entities based on the risk identified, analyzing financial statements and tax returns data.
2. Examining or inspecting the books and records of the taxpayer or any other person that relates or may relate to the information that should be in the books and records of a taxpayer.
3. Calling additional details and information or documentary evidences relating to the books and records are inadequate or misstatements in financial reporting.
4. Obtaining information or documents from third parties. If it needs to be done.
5. Assessing tax liability based on the audit findings and the tax enactments.
6. Collecting additional taxes it taxpayer agrees to an amicable settlement in order to collect additional taxes immediately.



## **Subject Matter Expert-RAMIS Project**

Inland Revenue Department(IRD)

Feb 2016 - Jan 2017 | Part-Time

### **Key role and responsibilities**

1. Providing inputs to be process confirmation, review draft to be process, provide business rules such as tax computation and data validation rules of RAMIS project.
2. Confirming workflow requirements and letter templates for taxpayers.
3. Providing requirements on SMS & emails, and confirming form templates.
4. Providing requirements for reports and recommend acceptance of UAT and project deliverables.
5. Participating actively in the requirement validation ,relevant current practices and operational information to the NCSI-Singapore Project Team.
6. Assisting LUR in the Acceptance Testing to validate RAMIS project to be signed off functional specifications documents.



## **Assistant Commissioner**

Inland Revenue Department(IRD)

Jan 2007 - Dec 2016

### **Key role and responsibilities**

1. Conducting tax audits of Small and Medium Enterprises(SME) as a group or individual based on the compliance risk identified, provisions of tax enactments and financial statements.
2. Reviewing and examining the tax returns of Corporate Income Tax(CIT) and Value Added Tax(VAT)/ GST(Goods & Services Tax) with the Audited Financial Statements of such SME selected to be audited.
3. Scrutinizing financial statements and tax returns provided by taxpayer using additional data and information through RAMIS.
4. In-depth analysis or forensic audit for identifying whether such taxpayer has committed to under-reporting or non-reporting of sales(income) and profit(gain) using tax planning such the tax legislations, interpretations, transfer pricing, base erosion and profit shifting, international accounting standards(IFRS or IAS) or misstatement.
5. Issuing tax assessments based on the audit findings or statutory adjustments to be made for assessing additional taxes or accepting tax returns.
6. Collection of additional taxes if additional or amended tax assessments are made.



## Immigration Officer

Dept.of Immigration Emigration

Jun 2005 - Dec 2006

### Key role and responsibilities

1. Controlling of borders at all Airports and Seaports in Sri Lanka by checking illegal immigrants & emigrants.
2. Checking travel documents of persons crossing national borders to ensure that they have the necessary authorizations and certificates.
3. Allowing bona fide travelers having valid travel documents & Visas.
4. Stopping persons from illegally entering or leaving the country.
5. Detaining persons and impounding forge travel documents found to be in violation of Immigrants & Emigrants Act in Sri Lanka.
6. Co-ordinating and co-operating with other agencies involved in law enforcement, deportation and prosecution such as Criminal Investigation Department and National Intelligence Bureau.
7. Participating Training Programs organized by International Organization for Migration(IOM) and some Overseas High Commissions /Embassies in Sri Lanka.



## Temporary Tutor

Wayamba University of Sri Lanka

Jan 2003 - Aug 2004

### Key role and responsibilities

1. Conducting lectures and preparing tutorials in English Medium as a Temporary Tutor attached to the Department of Mathematical Sciences of the Faculty of Applied Sciences.
2. Preparing tutorials of Probability & Statistics for the undergraduates who followed Statistics as a minor subject.
3. Conducting lectures of Statistical Methods and Inferences the undergraduates who followed Statistics as a major subject.
4. Preparing tutorials of Statistical Methods & Inferences for the undergraduates who followed Statistics as a major subject.
5. Conducting practical sessions on statistical data analysis using the statistical software packages such as R, EViews, SPSS, Minitab in the university computer laboratory.

## Educational History



## Master of Business Administration inTaxation

Postgraduate Institute of Management (PIM) of University of Sri Jayawardanepura

Oct 2016 - Nov 2018



### **Master of Science in Applied Statistics**

Postgraduate Institute of Science (PGIS) of University of Peradeniya, Sri Lanka

Apr 2013 - Mar 2016



### **Bachelor of Science (B.Sc)-Applied Sciences**

Wayamba University of Sri Lanka

Oct 1998 - Jan 2002



### **General Certificate of Education(Advanced Level) Examination, Sri Lanka**

Department of Examinations of Sri Lanka

Jun 1994 - Aug 1997



### **General Certificate of Education(Ordinary Level) Examination**

Department of Examinations of Sri Lanka

Jan 1991 - Dec 1993

## **Certifications**



### **Online Course on Introduction to SQL**

Davidson College

Apr 2024



### **Online Course on Analyzing Data with Excel**

IBM

Feb 2024



### **Online course on Analyzing Data with Python**

IBM

Jan 2024



### **Online Course on Foundations of Finance**

University of Cambridge- Institute of Continuing Education

May 2023



### **Online Course on Accounting Essentials**

Imperial College Business School

Apr 2023



### **IELTS -General Training-22LK024925MADH012G**

IDP Sri Lanka

Mar 2023



### **Online Course on Reform Management Fundamentals: Setting up a Reform Program**

IMF Institute for Capacity Building in Washington D.C.,USA

Jan 2023

## **IELTS-Academic**

British Council, Sri Lanka

Dec 2022



## **Online course of Virtual Training to Advance Revenue Administration (VITARA) - Human Resource Mgt**

IMF Institute for Capacity Building in Washington D.C.,USA

Oct 2022



## **Online learning course on Accounting for Decision-Making with Proctored Exam**

Indian Institute of Management Bangalore

Sep 2022



## **Online course of Virtual Training to Advance Revenue Administration (VITARA) - Strategic Management**

IMF Institute for Capacity Building in Washington D.C.,USA

Sep 2022



## **Online Course on Compilation Basics for Macroeconomic Statistics**

IMF Institute for Capacity Building in Washington D.C.,USA

Aug 2022



## **Certificate of E-Learning Modules on Basic Concepts and Introduction to Transfer Pricing-OECD**

Global Relations and Development Division of OECD

Apr 2022



## **Online Course on Tax Gap Analysis (RA-GAP VAT Estimation Model)**

IMF Institute for Capacity Building in Washington D.C.,USA

Apr 2022



## **Online Course on Macroeconometric Forecasting**

IMF Institute for Capacity Building in Washington D.C.,USA

Apr 2022



## **Certificate of E-Learning Module on VAT Standards and Guidelines-OECD**

Global Relations and Development Division of OECD

Mar 2022



## **Virtual Course on Compliance Risk Management**

IMF SARTTAC ,New Delhi ,India

Feb 2022

### **Online Course on Financial Market Analysis**

IMF Institute for Capacity Building in Washington  
D.C.,USA

Dec 2021



### **Online Course on Revenue Forecasting and Analysis**

IMF Institute for Capacity Building in Washington D.C.,USA

Nov 2021



### **Virtual Course on Risk Based Audit and Investigation Techniques**

IMF SARTTAC, New Delhi, India

Sep 2021



### **Online Course on Macroeconomic Management in Resource Rich-Country**

IMF Institute for Capacity Building in Washington D.C.,USA

Aug 2021



### **Executive Education Program on Contemporary Tax Issues**

Deakin University, Melbourne, Australia

Nov 2018

● **Participation of Seminar on Blended Learning Event on Implementing BEPS Minimum Standards(OECD)**

OECD Multilateral Tax Centre of Vienna, Austria

Mar 2018



● **Certificate of Completion of 72 Hour Training Program on Transfer Pricing**

Department of Inland Revenue of Sri Lanka

Jan 2017

● **Certificate of Completion on e-Governance & Change Management Training Program**

The Singapore e-Government Leadership Centre(eGL)

Apr 2016



● **Certificate of Participation in the Training on e-Governance & Change Management**

Inland Revenue Board of Malaysia(LHDN)

Jan 2015



● **• Certificate in Tax Law & Tax Administration**

Inland Revenue Department of Sri Lanka

Nov 2012

**Tamil Language Proficiency Exam-2009-Level III-(Credit Pass)**

Department of Official Languages of Sri Lanka

Oct 2010



**Completion of a 12 Hour Course in Business Communication**

British Council, Teaching Centre, Sri Lanka

Aug 2007

**Certificate of Participation in the Special English Language Program for Immigration Officers**

The International Organization for Migration (IOM)

Sep 2006

**Certificate of Administrative Practical Accountancy Training as an Accounts Executive**

The Institute of Administrative Practical Accountancy Training of Sri Lanka

Mar 2002



**Certificate Course in Business English**

Wayamba University of Sri Lanka

Jan 2002

**Diploma in Hospitality Management Including English Language Studies**



Nov 2023

## Awards & Recognition

### Certificate of Appreciation

Commissioner General of Inland Revenue , Sri Lanka  
Feb 2017

This certificate was awarded for the contribution and the engagement to the successful go-live of RAMIS (Taxpayer Registration Module & Change Management) of the Inland Revenue Department of Sri Lanka.

## References

### R. M.U.A.Rathnayake

Inland Revenue Department of Sri Lanka

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## INTERESTS & HOBBIES

Playing and Watching Cricket, Listening Music

## FAVOURITE BOOKS

The Village in the Jungle by Leonard Woolf, Diary of a Wimpy Kid

## FAVOURITE MOVIES

Uncharted by Ruben Fleischer, Talk To Me

## TOP WORKPLACE PERSONALITY STRENGTHS

Being Assertive	8/10	Personal Mastery	8/10
Trusting Others	8/10	Entrepreneurial Drive	8/10