

CONTACT

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Davao City



OBJECTIVE

To secure employment and to make use of my skills to achieve goals of company that focuses customer satisfaction.

EXPERIENCE

2018 - Present

- **Go Cherryfic Foods Corporation**
Accountant
Recording and analyzing daily transactions
Cash Receipts and Disbursements monitoring
BIR reportorial compliance
Preparing Financial Statement

May 2018 - July 2016

- **LTS Pinnacle Holdings Inc. (NCCC)**
Accounting Specialist
BIR Reportorial compliance
Process LGUs reports and licences
Recording Sales and Disbursements

Nov 2001 - May 2014

- **Morado Farms and Trading Corporation**
Bookkeeper
Recording daily transactions
Prepare Bank reconciliation
Government mandated benefits compliance
Prepare and process shipping documents
Confidential/Personal Task

EDUCATION

2001

- **University of Mindanao**
Bachelor of Science in Accountancy

SKILLS

- Microsoft Office

REFERENCE

- **Janice Carolino - "Gothong Shipping Lines"**
Finance Team Leader
09773266786
- **Dean Paul Exel Omana - "Rizal Commercial Banking Corporation"**
Credit Analyst
09566201930