



**MARY CINDY B. DELFIN**

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New CPA Board passer with the desire to join a progressive organization that will provide an opportunity to utilize my knowledge in the areas of general accounting, accounts receivables, accounts payables, and expense management.

**CAREER EXPERIENCE**

**EDUCATION**

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- *STI College Global City* : *(Present) Bachelor in Science in Information Technology*
- *CPA Licensure Examination* : *Passed (October 2019)*
- *College* : *Asia Pacific College*  
*BS in Accountancy (May 2013-May 2019)*
- *High School* : *Pateros Catholic School (June 2009-March 2013)*
- *Elementary* : *Pateros Catholic School (June 2003 –March 2009)*

**ACTIVITIES**

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- Junior Philippine Institute of Accountants, Member SY 2013-2019
- Rotaract Club of Asia Pacific College, Advertising Officer, SY 2016-2017
- Rotaract Club of Asia Pacific College, Member, SY 2016-2019

**SKILLS SET**

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- MS Office: Word, Excel. Powerpoint
- SAP working knowledge

**SEMINARS ATTENDED**

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- *Internalization and Enhancement of Professional Qualification in the Midst of Globalization, Asia Pacific College, August 2017*
- *Ready for The Woods (Seminar on Preparedness for the Field), Asia Pacific College, December 2016*
- *District Rotaract and Interact Assembly, University of Makati, August 2016*

- *PICPA Seminar on leadership, updates on BOA Regulation, Audit and Taxation for Accountancy Students, San Beda College- Alabang, July 2016*
- *Conference on Credit Infrastructure, Dusit Thani Hotel, Makati, March 2016*

## **ON-THE-JOB TRAINING**

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### ***Shopping Center Management Corporation***

MOA Pasay City

January to August 2018

- Reviews monthly reports of admin and marketing expenses, such as, ID printing, photocopying, and printing cost
- Project costing and charging to the respective departments and malls in SAP.
- Books amortization schedule for insurance and taxes and parked the entry in SAP
- Review healthcare, telecommunications, maintenance invoices, liquidation reports and charges to the related expense
- Performs physical count on stockroom

## **PERSONAL INFORMATION**

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- Date of Birth November 22, 1997
- Place of Birth The Medical City, Mandaluyong City
- Height 5'2"
- Civil Status Single
- Weight 120 lbs.
- Interest Reading books, watching movies/informative TV programs
- Traits Adaptable, enthusiastic, analytically inclined, and result-oriented

## **REFERENCE PERSON**

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|-----------------------------|---------------------------|-------------|
| 1. Char V. Almazan, CPA     | former Supervisor SCMC    | 09930330458 |
| 2. Ralph C. Saura, CPA      | Schoolmate/Rotaract Pres. | 09085333548 |
| 3. Ivy D. Dimaculangan, CPA | SGV/Schoolmate/classmate  | 09676789100 |