

Diana Rose P. Ramos



Highlights

- Ability to conduct detailed financial analysis, identify areas of potential risk, and develop effective audit strategies.
- Excellent communication skills to interact with clients, stakeholders, and management.
- Keen attention to detail and ability to maintain accuracy in financial records
- Staff leadership and development
- Sound knowledge of audit and accounting standards and principles

Education

Bachelor of Science in Accountancy:

-June 21, 2019

Dr. Gloria D. Lacson Foundation Colleges,
Inc. Nueva Ecija

Bachelor of Science in Accounting Technology

-January 25, 2019

Wesleyan University Philippines:
Cabanatuan City

ORGANIZATIONAL AFFILIATIONS

National Federation- Junior Philippine Institute of Accountants

- 2014-2019

Parish Youth Ministry Former Assistant Youth Coordinator

- January 2015-March 2022

Ministry of Lectors and Commentators

- March 27, 2017

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Summary

I am actively seeking a challenging and rewarding position in the field of accounting and finance, where I can utilize my extensive skill set, knowledge, and professional experience to enhance the financial operations of a reputable organization. I am committed to delivering exceptional results and am eager to embark on a new career opportunity that will enable me to develop and grow professionally while contributing to the success of the company.

Experience

AUDIT ANALYST

- FEB 2022 PRESENT

KPMG R.G Manabat & Co..

MAKATI CITY

- Conducting thorough financial analysis to identify potential risks and improve financial operations.
- Developing and implementing effective audit strategies to ensure compliance with regulatory standards and industry best practices.
- Providing recommendations and insights to improve financial performance and reduce risks.

ACCOUNTING ASSISTANT

- JULY - DECEMBER 2021

Walter Mart

TALAVERA

- Maintaining accurate financial records and ensuring compliance with accounting standards and regulations.
- Preparing and processing financial documents, such as invoices, purchase orders, and payment requests.
- Reconciling bank statements and general ledger accounts to ensure accuracy and completeness of financial records.

ACCOUNTING RECEIVABLE CLERK & STOCK CLERK

- JANUARY 2020 - MAY 2021

Royce Credit and Financial Inc.

Hermogenes C. Concepcion, Cabanatuan City Nueva Ecija,
Philippines