

Lukas Martee R. Mercado

Freelancer

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An accounting officer, I have gained extensive experience in managing financial records, analyzing financial data, and preparing financial statements. I have worked on reconciling accounts, preparing tax returns, and ensuring compliance with accounting regulations. My attention to detail and ability to work effectively in a team have helped me to consistently deliver accurate and timely results.

Work Experience

Video Editing

Washimi Laundry

October 2023 - Present

- Assisted in the preparation of annual budgets and financial forecasts
- Conducted regular audits of financial records and processes to ensure compliance with accounting standards and regulations

Graphic Designing

Bangon Savings Bank

December 2021 - April 2023

- Collaborated with other departments to resolve accounting-related issues and provide financial guidance
- Maintained accurate and up-to-date records of financial transactions and documentation

Relevant Skills

- Basic HTML, CSS
- Social Media Graphics
- Travel Video Editing
- Graphic Designing
- Social Media Video Editing
- Logo Design

Educational History

Senior High School

Emilio Aguinaldo College Cavite

2022-2024

Certification

N/A