

# JERICO PAOLO AGBAYANI CONCEPCION

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Alabang, Muntinlupa City

## CAREER OBJECTIVE

To obtain a rewarding career in the IT industry as a **full stack web developer** where I can utilize my recently acquired skills in programming and incorporate it with my knowledge in accounting as necessary that will help contribute to the growth of the organization.

## EDUCATIONAL ATTAINMENT

### TUITT CODING BOOTCAMP

Nov 2018 – Feb 2019

### SAN BEDA COLLEGE ALABANG

Bachelor of Science in Accountancy  
2007– 2011

### SAINT FRANCIS OF ASSISI COLLEGE

Primary and Secondary Education  
1997 – 2007

## SKILLS

- ▶ HTML, CSS, Bootstrap
- ▶ JavaScript, jQuery, PHP, Laravel
- ▶ Git, MySQL, Heroku Deployment
- ▶ MongoDB, Express, NodeJS
- ▶ Oracle PeopleSoft knowledge
- ▶ SAP R/3 and SAP Business One knowledge
- ▶ Proficient in MS Office

## ACHIEVEMENTS

- ▶ May 2012 CPA Licensure Exam Passer
- ▶ Cum Laude
- ▶ Model Associate (For the 2<sup>nd</sup> quarter 2016)

## ONLINE PORTFOLIO

- ▶ [jpc-devportfolio.herokuapp.com](http://jpc-devportfolio.herokuapp.com)

## WORK EXPERIENCE

### CARE SHARED SERVICES CENTER

Sep 2017 – Aug 2018

CARE International Accountant

- ▶ mainly supports CI members using PeopleSoft
- ▶ Analyzing and troubleshooting of system and accounting issues
- ▶ Handles expenses recording and reconciliation
- ▶ Responsible in subsystem reconciliation and receipts reconciliation
- ▶ Handles monthly reporting of expenses to each CI members
- ▶ Provides support in uploading journals and vouchers
- ▶ Coordinates all reports requested by CI members

### AC AUTOMOTIVE BUSINESS SERVICES, INC.

Jan 2014 – Mar 2017

Finance Associate-in-Charge (for Adventure Cycle Philippines, Inc. and KTM Asia Motorcycle Manufacturing, Inc.)

Oct 2016 – March 2017

- ▶ Handles general accounting tasks including month end closing, journal entries posting, sales recording and analysis, bank reconciliation.
- ▶ Responsible for review and approval of payables and disbursements.
- ▶ Responsible for filing of tax returns.
- ▶ Handles financial reporting tasks which includes FS preparation and other reports needed from time to time

Finance Analyst (for Honda Cars Makati, Inc.)

Apr 2015 – Sept 2016

- ▶ Responsible for the preparation of consolidated financial reports for management and external reporting.
- ▶ Performs preparation of operations review materials as required by management
- ▶ Prepares sales monitoring report on a weekly basis.
- ▶ Reviews specific GL accounts at month end and escalate within the team to check unusual balances.
- ▶ Conducts review of various accounting schedules and analysis.
- ▶ Assists on the preparation and consolidation of budget and forecasts.

- ▶ Handles coordination of accounting and reporting related tasks to HCMI group's provincial dealers – Honda Cars Cebu, Inc.
- ▶ Accomplishes other reporting requirements that may be needed from time to time.

SAP Business One - Project Team Member  
Oct 2014 – March 2017

- ▶ One of the pioneers in the company to utilize SAP Business One.
- ▶ Assists in the data testing and ensures the correctness of accounting data in the integration from dealership management system to SAP Business One.
- ▶ Have taken part in the GO LIVE preparation and implementation of SAP Business One.
- ▶ Assisted in SAPB1 orientation/training to end users such as AP and Outgoing payments processing, TB extraction & journal entries.
- ▶ Assists in the escalation of any SAPB1 issues and concerns of accounting users to the project team for resolution.

Accounting Assistant (Honda Cars Makati, Inc.)  
Jan 2014 – Oct 2014

- ▶ Weekly preparation of AR exceptions (Vehicle, Parts, Service, Others) for escalation to and resolution by HCMI branches
- ▶ Monthly preparation of AR Aging Schedules for management reporting
- ▶ Preparation of AR Aging Schedule for external reporting
- ▶ Monthly preparation of bank reconciliation and other cash schedules
- ▶ Monitoring and posting of journal entries
- ▶ Monitoring and filing of accountable forms
- ▶ Responsible for the preparation of sales report and gross profit analysis for Parts
- ▶ Conducts parts inventory count and reconciliation
- ▶ Handles consolidation of parts gross profit report for operations review

**HONDA CARS MAKATI, INC.**  
July 2012 – Dec 2013

Business Unit Accountant – Parts/Cash

- ▶ Responsible for the preparation of sales report and gross profit analysis for Parts
- ▶ Handles the computation of parts and accessories commission/incentives
- ▶ Weekly preparation of AR exceptions on Parts
- ▶ Conducts parts inventory count and reconciliation
- ▶ Monthly preparation of bank reconciliation and other cash schedules
- ▶ Conducts cash count of daily collections and petty cash fund
- ▶ Responsible in the processing of reimbursement of petty cash vouchers
- ▶ Posting of journal entries and AR clearing
- ▶ Monitoring and filing of accountable forms

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## CHARACTER REFERENCES

*\* Available upon request*