

MARY ROSE L. BALBOA

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09974187666
balboamaryrose19@yahoo.com



OBJECTIVE

To work for an organization which provides me the opportunity to improve my knowledge and skills.

EDUCATIONAL BACKGROUND

TERTIARY

2013-2017

STI COLLEGE CALOOCAN

Bachelor of Science in Accounting Technology

SECONDARY

2009-2013

POTRERO NATIONAL HIGH SCHOOL

WORK EXPERIENCE

On the Job Trainee at Accounting Department of JTC Company

SKILLS

- Knowledge in MS Excel
- Knowledge in MS Power Point
- Knowledge in MS Word
- Knowledge in Bookkeeping records
- Hardworking
- Good Communication Skills

EXTRA-CURRICULAR ACTIVITIES

2015	Junior Accounting Technician Society Internal Secretary
2016	Junior Accounting Technician Society 4th year Representative

CHARACTER REFERENCES

Ms. Felipina Manuel
STI COLLEGE CALOOCAN
PROFESSOR
09332829859

Ms. Riza Villazur
JTC Group of Companies
ACCOUNTANT
09256017026