

REGINA A. MEDINA

343 Int.2 A.Mabini St., Caloocan City
0975-688-2480
aniger_anidem@yahoo.com



OBJECTIVE

To obtain an accounting position where I will be able to contribute my skill, knowledge and experience to a company that will give me an opportunity to develop my career.

EDUCATIONAL BACKGROUND

Tertiary

2013-2017

STI COLLEGE CALOOCAN

Bachelor of Science in Accounting Technology

Secondary

2007-2011

CALOOCAN HIGH SCHOOL

High School Diploma

SKILLS

- Computer Literacy: Beginner at MS Word, MS Power Point and MS Excel
- Knowledge in Bookkeeping Records

CERTIFICATION and TRAINING

- On-the Job-Training
Power Steel Specialist Trading Corporation
April 11, 2016 - June 8, 2016
- National Certificate III in **Bookkeeping**
Certificate No. 16130103005438
Until May 12, 2021

CHARACTER REFERENCES

Ederlyn N. Castillo

0917-507-6937

Administrative Assistant III
DepEd Caloocan

Remigio Vitan Jr.

294-4001 Loc.206

BSAT Head
STI College Caloocan

Engr. Lemuel M. Allas

0917-806-5162

Owner
Allas Trading and
Construction

