

## **JONEL A. BARTE**

11-A Miranda Compound Malinta, Valenzuela City

0916-152-1129

Jonelbarte011@yahoo.com



### **OBJECTIVE**

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Having gained expertise in basic accounting procedures such as bookkeeping and managing of payroll accounts, currently looking for the job position of accounting technician where I get to work on advanced accounting practices and procedures, audit related accounting processes and practices, and activities related to financial planning and management.

### **EDUCATIONAL BACKGROUND**

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#### **TERTIARY**

2013-2017

#### **STI COLLEGE CALOOCAN**

Bachelor of Science in Accounting Technology

#### **SECONDARY**

2009-2013

#### **Malinta National High School**

High School Diploma

### **WORKING EXPERIENCE**

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#### **ARGA-J PUREBLISS INC.**

On the Job Training- Accounting Department

April 6- June 10, 2016 (300hrs)

### **ACHIEVEMENTS**

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National Certificate III- **Certified Bookkeeper**

**TESDA Accredited**

### **SKILLS**

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- Computer Literacy: Proficient at MS Word, MS Power Point and MS Excel
- Knowledge in Bookkeeping records
- Eager to learn
- Hardworking
- Good Communication Skills

### **CHARACTER REFERENCE**

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**Mr. Remigio Vitan Jr.**

**STI COLLEGE CALOOCAN  
294-4001 Loc. 206**

**PROFESSOR**