

Zenith B. Talaban

#60 Concepcion Street, Marulas Valenzuela City
09289336029/09277545885
talabanzenith@yahoo.com

**OBJECTIVE:**

To work hard with full dedication for the achievement of organization's objective, hence enhancing my skills and knowledge and ready to learn new things

EDUCATION:

Year Covered
2012-2017

STI College-Calooocan
B.S Accounting Technology

2008-2012

Valenzuela National High School, Valenzuela
High School Diploma

EXAMINATION PASSED:

- Bookkeeping NCIII
 - RCTI TRAINING AND ASSESSMENT CORP.
 - 402 Bel-Air Apartment, 1020 Roxas Blvd. Ermita Manila
 - 4842975/09392490273
 - rcticorp@yahoo.com
 - Record Transaction and do Accounting Cycle

SKILLS:

- Computer Literate
- Organized
- Hardworking
- Willing to try new things and interested in improving efficiency on assigned tasks.
- Able to get along well with co-workers and accept supervision.

CHARACTER REFERENCES:

Johnny Reyes
MVEC Technician
EMMISSION TESTING CENTER, Quezon City
09065155873

Rechelle Anne Buddy
CSR
Makati City
09063257791