



PERSONAL DETAILS

Date of Birth: October 14, 1997

Nationality: Filipino

Marital Status: Single

Gender: Male

Visa Status: Cancelled

Visa Validity: March 9, 2024

SKILLS

- Strong Written and oral communication
- Organized and attentive to details
- Good in analytical and problem solving
- Proficient in Microsoft Office especially Excel, QuickBooks, various Web Browsers, Email Platforms and other Software Application

PROFESSIONAL ELIGIBILITY

- Certified Bookkeeper (MICB)
- Mar2020

REFERENCE

Aina Karen Cajayon

STX Enterprises /

HR Assistant

Phone: +639453455222

Email: akcstxent@yahoo.com

John Lee Cusi

☎ +971553767386

✉ cusijohnleea@gmail.com

📍 Al Ameer Bldg., Sala Aldin, Dubai,
UAE

OBJECTIVE

Seeking an accounting position to leverage my expertise in bookkeeping, financial reporting, and analysis within a progressive organization. Eager to contribute strong analytical skills, attention to detail, and a commitment to accuracy to support the financial success of the team.

EDUCATION

Bachelor of Science in Accounting Technology

Divine World College Calapan
2015-2020

Secondary Education

Northern Mindoro Academy
2010-2014

Primary Education

Villaflor Elementary School
2005-2010

WORK EXPERIENCE

Accounting Staff

STX Enterprises | Philippines

2021-2023

Responsible for supporting the financial functions of the organization by accurately recording, summarizing, and analyzing financial transactions. Maintained financial records, preparing reports, and ensuring compliance with relevant accounting standards and regulations.

I hereby certify that the above information is true and correct to best of my knowledge, ability and belief.