



JERRY GARCIA

Budget Management

About Me

"Driven by passion, guided by expertise, and committed to excellence."



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LANGUAGE

- English
- Filipino

EXPERTISE

- Financial Management
- Taxation and Revenue Collection
- Record Keeping and Reporting
- Negotiation
- Ethics and Integrity
- Leadership

EXPERIENCE

SEARCH ENGINE OPTIMIZATION (SEO)

AJT EVENTS MANAGEMENT

Rizal Laguna

November 30, 2023 – February 1, 2024

Market Research

Assisting in conducting market analysis and industry trends

Conduct thorough keyword research to identify valuable research

Analyze keyword competitiveness and search volume.

Develop keyword strategies to drive targeted traffic.

BARANGAY TREASURER

Local Government Unit (Barangay)

Rizal Laguna (LGU)

July 2, 2018 - November 20, 2023

Keep custody of Barangay Funds and properties.

Manage and maintain accurate records of all financial transactions, including taxes, fees, contributions, and other revenue sources accruing to the Barangay

In-charge of procurement

SWIMMING INSTRUCTOR

Blazing Shark Swim Team _ Rizal Laguna

February 2, 2018 - March 2018

To Develop a new Breed of Swimmers

To motivate new swimmers in competitive thinking to teach new students the proper way/stroke of swimming

EDUCATION

Southern Luzon Polytechnic Collage

Bachelor of Arts in Psychology

1990 - 1991

Systems Technology Institute

Computer Programming

1991- 1993

SKILLS SUMMARY

Budget Management

85%

Leadership

81 %

AWARDS AND ACHIEVEMENT

- ♦ Department of Information and Communication Technology
General Virtual Assistant Scholar -
- ♦ Department of Budget and Management - Philbo - Calabarzon
Seminar Workshop on R.A 9184 - Government Procurement Act
- ♦ Commission on Audit
Barangay Financial
Management
- ♦ University of the Philippines Disaster Reduction
and Management in Health Center
Basic Emergency Response Team Simulation Training
- ♦ Philippines Red Cross
Laguna Chapter
Standard First Aid and Basic Life Support