



EFREN

[VIDEO INTERVIEW](#)

EXPERTISE SKILLS

- Bookkeeping & Accounting (10+ Years Experience)
- Journal Entries & General Ledger Management
- Financial Statement Preparation
- Tax Compliance & ITR Preparation
- External & Internal Auditing
- Bank Reconciliation
- Budgeting & Financial Forecasting
- Accounts Receivable & Accounts Payable (AR/AP)
- Financial Analysis & Reporting
- Client & Stakeholder Communication (International Engagements)

TOOLS

- Xero
- QuickBooks
- Microsoft Excel

CERTIFICATIONS

- Certified Public Accountant
- Certified Xero Adviser
- Certified QuickBooks ProAdvisors, Intuit
- Certified Intuit Bookkeeper

Detail-oriented Bookkeeper and Certified Public Accountant (CPA) with 10+ years of experience in accounting, auditing, and financial management across diverse industries. Proven track record of managing bookkeeping, tax compliance, and financial reporting for multiple clients while leveraging tools such as QuickBooks and Xero to ensure accuracy and efficiency. Brings strong expertise in financial analysis, audit processes, and process optimization, helping organizations maintain compliance, improve financial visibility, and support informed business decision-making.

WORK EXPERIENCE

VIRTUAL BOOKKEEPER/ACCOUNTANT (FREELANCE)

Freelancing | February 2026 – Present

- Provides bookkeeping and accounting services using QuickBooks and Xero, handling financial records, reporting, and client account management.

ACCOUNTING INSTRUCTOR

Mallig Plains Colleges Inc. | 2020 – March 2026 (6 Years, 3 Months)

- Taught accounting, auditing, and business subjects to undergraduate students while developing course materials and academic instruction.

AUDIT ANALYST

PwC AC Manila (formerly PwC SDC Manila) | 2017 – 2020 (3 Years)

- Performed external audit procedures for international clients across multiple industries and regions ensuring compliance and accuracy.

AUDIT ASSOCIATE

Uy, Singson, Abella & Co., CPAs | 2016 – 2017 (1 Year)

- Conducted financial and internal audits for various small to large enterprises, ensuring regulatory compliance and financial accuracy.

ACCOUNTANT/BOOKKEEPER

E. Punongbayan Global Outsourcing Inc. | 2014 – 2016 (2 Years)

- Managed bookkeeping, tax compliance, and financial reporting for multiple clients across different industries.

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