



WORK EXPERIENCE

SENIOR ACCOUNTANT

WFH (Virtual Job) | Jun 2025 – Present

- Performs bookkeeping, reconciles discrepancies, prepares financial statements, and supports month/year-end closing

FINANCE MANAGER

Agri Exim Global Philippines Inc., Sta. Cruz Davao Del Sur | Dec 2024 – May 2025 (5 months)

- Delivered month-end reports, checked vouchers for AP, authorized liquidations, and supported daily financial decision-making.

CERTIFIED PUBLIC ACCOUNTANT (FREELANCE)

Self-employed | Jan 2018 – Present

- Manages diverse client portfolios, prepares financial statements, ensures BIR compliance, and provides consultancy.

DEAN – COLLEGE OF BUSINESS ACCOUNTANCY

Notre Dame of Kidapawan College | Jun 2022 – Dec 2024 (2 years, 6 months)

- Oversaw compliance, accreditation, and workload optimization for faculty and students.

INSTRUCTOR (Accounting & Taxation)

Notre Dame of Kidapawan College | Jun 2012 – Dec 2024 (12 years, 6 months)

- Taught taxation, financial, management, and basic accounting subjects.

MANAGING PARTNER

GomezLimbagoPascual (GLP) Auditing Firm | Jul 2018 – Jun 2023 (5 years)

- Handled client transactions, BIR compliance, and financial statements; provided consultancy services.

ADMINISTRATIVE ASSISTANT

Local Government Unit of Makilala | Nov 2010 – Dec 2011 (1 year, 1 month)

- Processed vouchers, recorded transactions, and managed accounting entries in the e-NGAS system.

SKILLS/AREAS OF EXPERTISE

- Bookkeeping & Monthly Reporting
- Accounts Payable (AP)
- Accounts Receivable (AR)
- Financial Reconciliation
- Payroll Data Recording & Processing
- Tax Filing (BIR / U.S. Compliance)
- Internal & External Auditing
- General Ledger Management
- Financial Statement Preparation
- Ad Hoc Accounting Tasks

TECHNOLOGY

- QuickBooks (Online & Desktop)
- Xero
- SAP
- Microsoft Office 365
- Google Workspace (Docs, Sheets, Slides, Gmail, Drive, Meet, Calendar)
- Slack

[CLICK HERE TO
VIEW MORE CANDIDATES](#)



Click here to:
[BOOK AN INTERVIEW](#)