



TRIXIA A. NICOLAS

PROFILE

A recent college graduate who is self-motivated, efficient and detail oriented, who is seeking an entry level position and eager to contribute to become a part of a progressive organization.

CONTACT

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CHARACTER REFERENCE

Marichelle Jimenez, CPA
Financial Analyst
Manulife Business Process Services
09954257365

Hazel Ann Morauda, CPA
Senior Audit Associate
SGV & Co.
09457656468

CAREER OBJECTIVE

To secure a position at a reputable organization that will help me to use my knowledge and learnings in the field of Accounting as I build my career in a great work environment, this provides me an opportunity to improve my skills along with the goal of the organization.

EDUCATION

Polytechnic University of the Philippines
Bachelor of Science in Accountancy
2015-2019

Affiliation:
Junior Philippine Institute of Accountants (2015-2019)
National Federation of Junior Philippine Institute of Accountants
(2018-2019)

Rosales National High School
High School Diploma
Class of 2015

KEY SKILLS AND CHARACTERISTICS

- Familiar with bookkeeping and basic accounting procedures
- Proficient in Microsoft Office (Excel, Word)
- Knowledgeable in Financial Statements
- Good written and oral communication skills
- Able to organize and interpret data
- Able to work independently or with a team
- Able to complete tasks in a fast-paced environment