

MONTES, DIANA T.



HOME ADDRESS

M.L. Quezon St., Cor. M.H. del Pilar St., Baybay City, Leyte

CONTACT NUMBER

0936-953-6869

EMAIL ADDRESS

stephenmontes012345@gmail.com

RELIGIOUS AFFILIATION

Jehovah’s Witness

CAREER OBJECTIVE

To work with due credibility, diligence, and integrity in accordance with the standards of professional ethics

EDUCATION

SAINT PAUL SCHOOL OF PROFESSIONAL STUDIES

Summer 2018

Bachelor of Science in Accounting Technology

SAINT PAUL SCHOOL OF PROFESSIONAL STUDIES

2013 - 2018

Bachelor of Science in Accountancy

VISAYAS STATE UNIVERSITY LABORATORY HIGH SCHOOL

2009 - 2013

Secondary Education

GRACE CHRISTIAN SCHOOL

2000 - 2009

Primary and Elementary Education

WORK EXPERIENCE

SISON CORILLO PARONE AND COMPANY

May 15, 2019 - July 15, 2020

Accounting Associate

LAND BANK OF THE PHILIPPINES

April 10, 2017 - May 12, 2017

Student Intern

ELIGIBILITY

CIVIL SERVICE PROFESSIONAL

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SKILLS

- Fluent in English
- Computer –literate
- Team leadership
- Business correspondence proficiency
- Can work either individually or in a team
- Intercompany liaison
- Analytical skills
- Willing to learn and be trained

CHARACTER REFERENCES

MARILOU E. MALQUISTO

Chair, Department of Accountancy
Saint Paul School of Professional Studies
0977 - 002 - 1928

A. ELENA D. DICO

Branch Manager
Land Bank of the Philippines - Baybay City Branch
(053) 563 - 9218

HAROLD M. MORI

Accounting Supervisor
Sison Corillo Parone and Company
(032) 254 - 5469