



Republic of the Philippines
Department of Labor and Employment
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY

NATIONAL CERTIFICATE III

in
BOOKKEEPING

is awarded to

CRISTON U. APAS

for having completed the competency requirements under the Philippine TVET Competency Assessment and Certification System in the following units of competency:

CODE NO.

500311109
500311110
500311111
500311112
500311113
500311114

BASIC COMPETENCIES

Lead workplace communication
Lead small team
Develop and practice negotiation skills
Solve problems related to work activities
Use mathematical concepts and techniques
Use relevant technologies

CODE NO.

HCS412301
HCS412302
HCS412303
HCS412304
HCS412305

CORE COMPETENCIES

Journalize transactions
Post transactions
Prepare trial balance
Prepare financial reports
Review internal control system

CODE NO.

HCS315202
HCS311201
HCS913201
HCS913202

COMMON COMPETENCIES

Apply quality standards
Perform computer operations
Maintain an effective relationship with clients and costumers
Manage own performance

Signature of the certificate holder

Certificate No. **15080303013788**

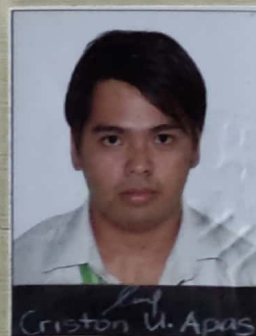
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GUILING A. MAMONDIONG
Director General



Criston U. Apas