

ROMER ADRIAN S. SANCHEZ

CERTIFIED SIX SIGMA WHITE BELT

CERTIFIED BOOKKEEPER



+63 976 291 3218



romersanchez40@gmail.com



Pandan, Sogod, Southern Leyte



Filipino

PERSONAL INFORMATION

Date of Birth: July 22, 2000

Age: 23

Gender: Male

Civil Status: Single

SKILLS

Bookkeeping

Microsoft Office Literate

Research

Journalism

Communication Skills

Reliable and Professional

Organized

Fast Learner

Motivated

EXPERIENCE

**AUDIT INTERN AT R.E.C
& CO., CPAS
(JANUARY-MAY 2023)**

- Field Audits
- Assist in Management Audit
- Assist in Risk Assessment
- Assist in Fraud Audit
- Assist in the Preparation of Financial Statements
- Inventory Listing
- VAT relief
- Assist filing eBIR Forms of Clients
- Client Support Services

PROFILE

A recent graduate with a strong background in finance and accounting, this highly motivated individual holds a Bachelor of Science in Management Accounting degree and has a solid academic background supplemented by practical experiences from research and internships. Proficient in communication, problem-solving, and teamwork, as evidenced by extracurricular activities and academic accomplishments. I am looking for an entry-level job where I can leverage my education and experience to contribute to a dynamic, growth-oriented institution.

EDUCATION

• UNIVERSITY OF SAN JOSE- RECOLETOS

BS IN MANAGEMENT ACCOUNTING (A.Y. 2019 - 2023)

Magallanes Street Cebu City, 6000

Cum Laude | Consistent Dean's Lister

• SAINT JOSEPH COLLEGE

ACCOUNTANCY, BUSINESS AND MANAGEMENT (A.Y.

2017 - 2019) Maasin City Southern Leyte, 6600

Academic Excellence Awardee

With High Honors | Best Research Paper

• SOGOD NATIONAL HIGH SCHOOL

SPECIAL SCIENCE CLASS (A.Y. 2013-2017)

Sogod Southern Leyte 6606

With High Honors | Research Awardee

AFFILIATIONS

Active Member- **Institute of Management Accountants**

Active Member- **Philippine Institute of Certified Accounting Technologists**

Active Member- **International Society of Six Sigma Professionals**

SEMINARS/ TRAININGS

- **Guidelines for Auditing Management Systems**
MindLuster Online Learning Course
(January 2024)
- **ISO Management System Audit Techniques and Best Practices**
Alison | Online Courses & Online Learning
(January 2024)
- **Data Analysis**
United Nations International Children's Emergency Fund
(November 2023)
- **Philippines Chapter: Budgeting and Forecasting in Retail and Manufacturing**
Institute of Management Accountants
(October, 2023)
- **Talent Retention in the Asia-Pacific Accounting and Finance Profession**
Indonesian Institute of Accountants
(October, 2023)
- **Financial Management Corporate Finance**
MindLuster Online Learning Course
(September , 2023)
- **The Finance Leader's Many Hats**
Institute of Management Accountants
(September , 2023)
- **Lean Six Sigma Training- WhiteBelt Certification**
International Society of Six Sigma Professionals- Six Sigma PH
(September 2023)
- **IMA Asia Pacific Student Leadership Conference 2023**
Institute of Management Accountants
(September 2023)
- **Bookkeeping Training**
Philippine Institute of Certified Accounting Technologist
(February 2023)
- **Completion in SAP Business One SAP in Accounting System and IT Audit**
FIT Academy (A.Y. 2021-2022)

I HEREBY CERTIFY
THAT THE ABOVE
INFORMATION IS
TRUE AND CORRECT
TO THE BEST OF MY
KNOWLEDGE AND
BELIEF.

CHARACTER REFERENCE

- **DR. ROSEMARIE JACALAN, CPA**
USJ-R ACCOUNTING AND FINANCE PROFESSOR
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- **JAYSON E. ORAIS, LPT, MAED**
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