# MOSSY BAGATSING CPA

## **ACCOUNTING OFFICER**

0123 456 7890 hello@reallygreatsite.com 123 Diwa St., Kalayaan City 1234



linkedin.com/in/name

An accounting officer, I have gained extensive experience in managing financial records, analyzing financial data, and preparing financial statements. I have worked on reconciling accounts, preparing tax returns, and ensuring compliance with accounting regulations. My attention to detail and ability to work effectively in a team have helped me to consistently deliver accurate and timely results.

## WORK EXPERIENCE

#### **TAX MANAGER**

#### **Washimi Laundry**

October 2023 - Present

- Assisted in the preparation of annual budgets and financial forecasts
- Conducted regular audits of financial records and processes to ensure compliance with accounting standards and regulations

#### **STAFF ACCOUNTANT**

#### **Bangon Savings Bank**

December 2021 - April 2023

- Collaborated with other departments to resolve accounting-related issues and provide financial guidance
- Maintained accurate and up-to-date records of financial transactions and documentation
- Utilized accounting software and tools to streamline processes and improve efficiency.

# **RELEVANT SKILLS**

- Accounting principles
- Tax laws
- Financial data analytics

- Expert in accounting software and tools
- Communication of financial information to stakeholders

#### **EDUCATIONAL HISTORY**

**BACHELOR IN ACCOUNTING** 

Las Felipinas University,

2016 - 2020

# **AWARDS**

**CERTIFIED PUBLIC ACCOUNTANT (CPA)** 

Passed 2021

**Professional Regulations Commission** 

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