



CRISTINE JOY J. TERSOL



Acacia St, Zone 12, Pembo,
Makati City, Philippines



+639501165305



Cjtersol29@gmail.com

Objective

Detail-oriented Financial Management graduate with leadership experience, seeking a challenging role where I can apply my skills in financial analysis and team leadership.



Personal Information

Date of birth : August 29, 1998
Nationality : Filipino
Religion : Iglesia ni Cristo
Civil Status : Single

Gender : Female
Age : 25
Place of Birth : San Fabian, Pangasinan



Education

- PHINMA University of Pangasinan

Bachelor of Science Business Administration. Major in Financial Management.

Arellano Street, Dagupan City, Pangasinan.
Batch 2021



Work Experience

- SANGGUNIANG KABATAAN OFFICIALS

Nibaliw East San Fabian, Pangasinan

2018 – 2023

- Served in the local community from 2018–2023. Led projects, including providing free haircuts, negotiating with groomers, organizing event logistics, and local advertising for awareness. Spearheaded a back-to-school project, distributing school supplies to underprivileged children.

- IMAGING SPECIALIST (BDO)

Prime@technology Specialist Incorporated.

April – July 2022

- Promoted to Team Lead on the 2nd month, overseeing a team ensuring accurate tagging of bank boxes for seamless transition from hard to soft copies.
- Demonstrated leadership by effectively managing a small group of individuals and maintaining high-quality standards in the transition process.

- REPORTS STAFF (Maybank)

Professional I.T. Solutions, Inc.
January 2023 – February 24, 2024

- Extended from a temporary position to 1 year, showcasing commitment and proficiency in the role of Reports Staff.
- Responsible to extract Data source for management reporting team.
- Responsible for encoding Outward and Inward transactions to be reported to the Government's central bank, demonstrating accuracy and adherence to reporting standards.

- FINANCIAL COORDINATOR RELIEVER (ACommerce Inc.)

Staunch workforce Corporation
March 4, 2024 - March 29, 2024

- Responsible to collect all checks and sort by date to prepare QR code for deposit and update the tracker.
- Responsible to file the BIR 2307 in the system.
- Responsible to coordinate to other team for checks collection.

- Data Entry (UPWORK)

Mind, Body and Soul and Associates LLC
February - May 2024

- I was responsible for creating AI videos; I used ChatGPT to create scripts, SEO introductions, etc. for animation videos for online courses, but the clients provided the prompts.
- Responsible for updating Google Sheets Tracker and uploading videos in YouTube and the Thinkific platform.



Seminar

- Transforming Students into Young Professionals

Phinma University of Pangasinan
August 25, 2019

- Stress Management

Phinma University of Pangasinan
September 10, 2019



Character References

-Zhander Doctolero

PO3
Phillipine National Police
09922056264

-Jennylen Z. Carolino

Pharmacist
Seven G Drugmart
09102999715

I hereby certify that the above information is true and correct with the best of my knowledge.


CRISTINE JOY J. TERSOL
APPLICANT