



# EURICE ANDREA F. ALDAY

Accounting Specialist

## OBJECTIVE

To be able to work in a career oriented and challenging environment that promotes personal growth, and uplifts professional developments

## CONTACT

- ✉ euriceandrea@gmail.com
- ☎ 0943-482-2863
- 📍 251 Hinahon St. Tondo, Manila

## SKILLS

- Have a knowledge in Microsoft word, excel and presentation

## REFERENCE

### **Ma. Cristina P. Balmores**

Accounting Supervisor-Internal  
0966-910-5650

### **Jocelyne Jacinto**

Accounting Supervisor-External  
0998-857-4188

## RELEVANT EXPERIENCE

### **Mayer Steel Pipe Corporation**

July 2020 – June 2024

- Expertise in reconciling Nominal and Real Accounts
- Proficient in Bank Reconciliation Task
- Delivered accurate account reports to enhance transparency

### **Technik Automobile Specialist Inc.**

April 2018 – March 2020

1948 Paz Mendoza Guazon St. Paco, Manila

Accounting Specialist

- Efficiently issued checks and vouchers for financial transaction
- Proficient in accurate record keeping of financial transaction
- Skilled in analyzing, interpreting and delivering data-driven sales strategies
- Preparing weekly payroll
- Billing and Collection

## EDUCATION BACKGROUND

Universidad de Manila

2014 – 2018

A.J. Villegas cor. C.M. Palma St. Ermita, Manila

Bachelor of Science in Financial Accounting