

# JOVYLYN D.R. RANIDO



Accountant | Auditor | Project Finance Specialist  
Malolos, Bulacan | 0977 712 9916 | jovylynranido@yahoo.com

## Professional Summary

Accountancy graduate (BSA, 2014) with over 9 years of progressive experience in audit, accounting, and financial reporting. Skilled in billing, disbursement reporting, reconciliations, and preparing accurate financial statements under strict compliance standards. Currently working as an Accountant at Oriental Consultants Global Co., Ltd., a Japanese consultancy firm serving as the main consultant in the Department of Transportation's North-South Commuter Railway (NSCR) Project. Known for strong attention to detail, adaptability, and the ability to work independently in high-pressure environments.

## Skills

- Financial Reporting & Analysis
- Billing & Disbursement Reporting
- Accounts Payable & Receivable
- Audit (External & Internal)
- Project Accounting
- SAP & Peachtree Accounting Systems
- QuickBooks Online (Training)
- Social Media Marketing (SMM)

## Experience

### **Accountant | Oriental Consultants Global Co., Ltd. – NSCR Railway Project (Jan 2018 – Present)**

- Work as an accountant for a Japanese consultancy company (main consultant in NSCR Project).
- Handle billing to client (DOTr).
- Prepare accounting reports on project income and expenses.
- Coordinate closely with accounts payable, ensuring accuracy and compliance.
- Well-rounded in accounting processes covering both payables and receivables.

### **Project Accountant | Capitol Steel Corporation (Jun 2017 – Dec 2017)**

- Established project cost monitoring methods and reconciled budget vs. actual expenses.
- Resolved billing and payment discrepancies with suppliers/contractors.
- Reviewed contracts with international suppliers and coordinated importation processes.

### **Internal Auditor | Filinvest Land, Inc. (Jan 2016 – Jun 2017)**

- Performed full audit cycle including risk management, compliance, and operational audits.
- Reviewed billing, collection, and aging report processes for policy compliance.
- Prepared audit findings and recommendations for management.

### **External Auditor | Perez, Sese, Villa & Co. (May 2014 – Nov 2015)**

- Planned and performed operational and financial audits of clients' financial statements.
- Tested internal controls and compliance with accounting standards.

– Prepared audit reports and management recommendations.

## **Education**

- Bachelor of Science in Accountancy, Technological Institute of the Philippines, Manila (2009–2014)
- Secondary: Holy Spirit Academy of Malolos (2005–2009)
- Elementary: Holy Spirit Academy of Malolos (1999–2005)