

Trinie Ramiterre

Accounts Assistant

Dubai

triniejennoreenramiterre2_sxc@indeedemail.com

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PERSONAL INFO WORK HISTORY

Work Experience

Accounts Payable and Accounts Receivable Officer

International Toyworld Inc. - Pasay

July 2017 to January 2020

Education

Bachelor's in Accounting

Saint Mary's University

June 2013 to April 2017

Skills

BOOKKEEPING, MANAGEMENT ACCOUNTING, ACCOUNTING, ACCOUNTS RECEIVABLE, PEACHTREE

Additional Information

KEY/RELEVANT SKILLS INTERNATIONAL TOYWORLD INC.

SM CORPORATES OFFICES, PASAY CITY - PHILIPPINES

- Management Accounting ACCOUNTS PAYABLE & ACCOUNTS RECEIVABLE OFFICER
- General Accounting July 2017 - January 2020
- Financial Accounting
- Bookkeeping o Accounts Payable Group (July 2017 - Jan. 2018)
- Computer and Web Browsing - Processing daily invoices owed by the company to the
- Hands on in Oracle System App. suppliers, affiliates and non-affiliates.
- Exposure to Peachtree Acctg. System 1. Check daily invoices for processing and to be paid.
- Exposure to SAP Business One 2. Recording manual invoices

o Accounts Receivable Group (Feb. 2018 - Jan. 2020)