



PRINCESS RICA ONIA

I am a hardworking , fast learner, easy to work with, multi tasking. Can handle multiple jobs, god fearing and a risk taker who love challenges and task .

PERSONAL

- + Princess Rica Onia
- + Blk 41 Lot 22 Ph2
SJDM Bulacan
- + 09651185363
- + [preynielle@gmail.co
m](mailto:preynielle@gmail.com)
- + July 25,1998
- + Married
- + Filipino
- + Catholic

CHARACTER REFERENCE

- Kristoffer De Silva
Senior Accountant in BPI
0992 355-4758

Princess Rica Onia
Applicant Signature

EDUCATIONAL AND QUALIFICATIONS

- + Bachelors of Science in Business Administration – Major in
Financial Mgt.
2014-2018

WORK EXPERIENCE

- ❖ May 2018 – Jan 2019
Accounting Assistant
Emerald Garments Mfg. Corp
Handle AR/AP , More on Debit Credit Sales
POS Terminal
- ❖ Feb 2019 – Jan 2020
Dealer Insurance Coordinator
Toyota San Jose del Monte Bulacan
Charter Ping-An
Handle Insurance Claims , Issued Car Policy
Process Insurance Billings
- ❖ March 2021 – November 2021
Account Executive
Copper Stone Inc
Collection and Processing of Online Loan
- ❖ Jan 2022 – Nov.2022
Accounting Virtual Assistant
Coversdesk PH. US Texas Base
Quick Books
Insurance Accounting