Enthusiastic, highly motivated Finance student with proven leadership capabilities, who likes to take initiative and seek out new goals and accomplishments.

Juliet **Dela Vega**

Applicant

* + - * **Financial Literacy Caravan 2019: Innovative Mindset in Rapid Growth of Financial Inclusion**

*by Junior Confederation of Finance Associations - Philippines at St. Scholastica's College*

* **Philippine Junior Finance and Investment Summit 2019**

*by CFA Society Philippines at SMX Convention Center*

* + **Side-Gig Conference 2019**

*by The Global Filipino Investors at BGC Arts Center*

* **6th Junior Financial Executive Summit: Enhancing Financial Ideas**

*by JFINEX - AdU at Adamson University Theater*

* **Convocation for Finance and Economics: Challenges of the Fourth Industrial Revolution**

*by JFINEX - AdU at Adamson University Theater*

* + - * **Digital Finance Conference 2021**

*by Bitkom Servicegesellschaft mbH*

* + - * **National Finance Summit 2021: Digital Revolution in Finance**

*by Junior Confederation of Finance Associations – Philippines*

* + - * **Financial Literacy Caravan 2020: Financial Technology – Adapting to Digital Transformation**

*by Junior Confederation of Finance Associations – Philippines*

* + - * **National Finance Summit 2019: Financial Risk Awareness**

*by Junior Confederation of Finance Associations - Philippines at One Esplanade*

* + - * **Leadership Symposium Revolution**

*by Business Management Society at De La Salle University*

**Education**

August 2018 – Present **Bachelor of Science in Business Administration: Financial Management**

 *Adamson University – 900 San Marcelino St, Ermita, Manila, 1000 Metro Manila*

June 2016 – May 2018 **Accountancy, Business and Management**

 *Lyceum of the Philippines University – Manila – Muralla St, Intramuros, Manila*

**Skill Highlights**

|  |  |
| --- | --- |
| * Numeracy Skills
* Cash Flow Management
* Project Management
 | * Basic Adobe Photoshop
* Microsoft Word, Excel and PowerPoint
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**Organizations Involvement**

**National Executive Treasurer**, Junior Confederation of Finance Associations – Philippines *(Sept 2020 – Present)*

* + - Executed financial due diligence tasks on daily basis to maintain optimal confederation finances.
		- Managed budgets, accounts payable and receivable and general financial reporting procedures.
		- Worked with both internal and external users to create detailed financial reports.
		- Reviewed documents and data to give accurate presentations and forecasts to upper management.
		- Used Microsoft Excel to prepare various financial documents, including cash flow reports and income statements.

**Corporate Relations Officer**, Junior Financial Executives – Adamson University *(August 2019 – August 2020)*

* + - Maintained the corporate image of the organization within and outside the University.
		- Distributed internal and external communications.
		- Increased members’ engagement through social media by improving page content and branding.
		- Monitored marketing content and keyword relevancy for quality, accuracy, and impact.

**Seminars/Workshops Attended**

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