

Puerto Princesa City, 5300 Palawan • Las Piñas City, 1740, Metro Manila • markanthony.gabo@jti.com • 09681594722

Professional Summary

Field Finance Support professional with hands-on experience in branch finance operations, territory execution, and cross-functional collaboration. Skilled in reconciliation, reporting cadence, and control compliance, with strong Excel proficiency and a track record of service to internal stakeholders. Known for accountability, clear communication, and continuous improvement mindset.

Education

STI WEST NEGROS UNIVERSITY	Bacolod City
Bachelor of Science in Business Administration Major Marketing Management	2023-Present

STI PUERTO PRINCESA	Puerto Princesa City
Bachelor of Science in Accounting Information Systems (BSAIS)	2022-2023
Dean's Lister Awardee	

SAN JOSE NATIONAL HIGH SCHOOL	Puerto Princesa City
Science, Technology, Engineering, and Mathematics (STEM)	2022

Experience

JT INTERNATIONAL PHILIPPINES INC.	Las Piñas City
Branch Finance Associates (BFA)	March 2025 – Present

- Confirmed as BFA in October 2025 following successful completion of the BFA Training Program (March–October 2025).
- Execute daily reconciliations and accuracy checks for branch finance activities, ensuring timely reporting and control compliance.
- Prepare and consolidate periodic reports and dashboards to support decision-making for field operations.
- Partner with territory and commercial teams to resolve finance-related issues and streamline processes.
- Utilize advanced Excel (pivot tables, lookups) to improve data quality and reporting efficiency.

JT INTERNATIONAL PHILIPPINES INC.	Las Piñas City
Territory Execution Representative (TER)	September 2023 – March 2025

- Built effective customer engagement, enhancing communication and relationship management.
- Demonstrated accountability and responsibility in territory execution.
- Practiced critical thinking and strategic planning to meet execution targets.
- Contributed as a competitive, reliable team player.

Leadership & Activities

STUDENT BODY GOVERNMENT (2022-2023)	STI Puerto Princesa
President	Sept 2022 – June 2023

- Led the Senior High and College Council; served as STI representative on the Maningning TB Taskforce Board Member.
- Built partnerships with schools, universities, government, and NGOs to deliver student programs and outreach.
- Coordinated policies and events with faculty and staff; managed volunteers and budgets for activities.

RED CROSS PHILIPPINES (2022-2023)

RC143 Member (Command Center)

Puerto Princesa City

Oct 2022 – Present

- Advocated safety awareness and supported humanitarian deployments.
- Identified vulnerable and at-risk demographics across city/province.
- Participated in volunteer activities including tree planting and community aid.

Skills & Interests

- Technical: Microsoft Word, Excel, Power Point, Copilot, and Outlook, Google Docs, Spreadsheets, and Canva
- Language: Filipino (C3), English (B2), and Nihongo (A1)
- Interests: Books, Finance, Investment and Writing