

Jessabell G. Baynosa

Accounting and Bookkeeping Specialist

I helped businesses maintain accurate financial records so they can make confident and informed financial decisions.





I help businesses gain clarity and control over their finances through accurate bookkeeping and accounting so they can achieve sustainable growth .

Accounting and Bookkeeping Specialist

BASED IN
Binangonan, Philippines

TIME ZONE
PHT - UTC +8

AVAILABLE
40 hrs / week

About me.

Detail-driven Bookkeeper & Accountant focuses on precision, consistency, and financial clarity.

With my background in accounting, I developed a strong foundation in accuracy, organization, and financial reporting. It allows me to apply these skills consistently while helping businesses stay financially clear and in control. I find fulfillment in helping businesses keep their finances accurate and well-managed.

Working with me means fast response times, dependable support, and organized financials you can trust. I ensure your records are always accurate and up to date.



Years of experience

2 yrs in Accounting, 4yrs in Sales & inv.

English proficiency

C2 level / Native

Languages

English, Filipino

Primary work style

Async / Real-time / remote

What I deliver.

01

Accurate Financial Records

Keep your books error-free and organized through consistent tracking and monthly reconciliation.

04

Stress-Free Tax Preparation

Avoid last-minute pressure with organized records and reports.

02

Clear Financial Visibility

See exactly where your money goes with simple, structured reports.

05

Improved Cash Flow Control

Managed income and expenses better with detailed tracking and monitoring.

03

On-Time Bookkeeping Updates

Stay current with your finances through timely recording and managed updates consistently.

06

Confident Business Decisions

Make smarter financial decision through clear, organized data and insights I provide.

How we'll work.

01

Review & Assess

I examine your current financial records, identify errors, missing entries, and areas that need clean up.

02

Clean & Organized

I correct discrepancies, categorize transaction properly, and organize your books for accuracy.

03

Reconcile & Verify

I match your records with bank statements to ensure everything is complete and accurate.

04

Report & Maintain

I prepare clear financial reports and keep your books consistently updated moving forward.

From Disorganized Records to Financial Clarity

PROBLEM

The client's financial records were disorganized, with uncategorized transaction and incomplete data, making it difficult to understand cash flow.

SOLUTION

I conducted a full review of their books, corrected transaction classifications, and completed detailed bank reconciliation to ensure all records were accurate and properly structured.

RESULT

The client experienced reduced errors and improved financial clarity within a short period time.

From Unpaid Invoices to Improved Cash Flow Control

PROBLEM

The client had multiple unpaid invoices from peak season, with outstanding balances left uncollected during off-season periods. There was no consistent follow-up or updated statements of account, and payment delays were often attributed to unavailable accounts payable contacts.

SOLUTION

I reviewed all outstanding invoices, prepared and sent updated statements of account, and implemented a structured follow-up process to ensure consistent communication with the client. I also maintained regular tracking of receivables to prevent delays and improve accountability.

RESULT

The client experienced improved collection efficiency, reduced outstanding balances, and better visibility over receivables, leading to reduced delays in payments and improved financial clarity within a short period.

Why work with me.

01

If based in PH: 'My business hours overlap with US Eastern morning, US Pacific evening, UK afternoon, and AU morning. The work moves while you sleep.'

02

C2 LEVEL.. 7 years in international communications. All client-facing work, all internal docs, all client comms in English.'

03

My background in accounting shaped my strong attention to detail, discipline, and commitment to accuracy. Working with financial records taught me the importance of consistency and organization, which I now apply to ensure reliable and well-maintained bookkeeping.

04

My rate reflects the value of having a reliable bookkeeping partner who delivers accurate records, consistent updates, and clear financial insights you can trust.

Let's talk.

*Let's explore how I can bring clarity, accuracy, and consistency to your financial records.
I'd be glad to connect and see how I can support your business.*

OR REACH OUT DIRECTLY

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Available Monday–Friday (PHT) • Responds within 4 business hours