**JOVEN**

**JOVEN.132921@2freemail.com**

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| **OBJECTIVE** |
| To obtain a position in the company where I can learn from and train at and apply my skills and abilities providing fulfilment to my personal goal and experiences In line with company’s vision. |  |

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| **PERSONAL DATA** |
| Date of Birth:  | Oct 31, 1979 |
| Gender:  | Male |
| Civil Status:  | Married |
| Height:  | 167.68 cm |
| Weight:  | 72.73 kg |
| Nationality:  | Filipino |
| Religion:  | Catholic |
| **WORK EXPERIENCE** |
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| 1. | Position:  | **PRODUCTION MANAGER - IN CHARGE**  |
| Duration:  | July 2012 – June 2016  |
| Company:  | EL KHAYYAT RED BRICKS  |
| Company Industry:  | Manufacturing / Production |
| Location  | Jizan , Kingdom Of Saudi Arabia |
| Department:  | Production |
| Job Description:  | * Supervision, scheduling, preparing for production of manufacturing products.
* Makes sure each operation meets shipping dates according to customer orders.
* Analyses production specifications and plant capacity data and performs mathematical calculations to determine manufacturing processes, tools, and human resource requirements.
* Plans and schedules workflow for each department and operation according to previously established manufacturing sequences and lead times.
* Determine the status of assigned projects expedites operations that delay schedules and alters schedules to meet unforeseen conditions.
* Prepares production reports to monitor efficiency and productivity.
* Monitors, analyses & reports performance and production schedule based on daily, monthly and quarterly.
* Ensures all parties are fully cognizant of production status, & that work planning and execution objectives are integrated & communicated.
* Schedules, expedites, & coordinates the delivery & movement of critical material, including material transfers & conditional material releases.Assist the department head in coming up and implementing incentive programs.
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| 2. | Position:  | **MECHANICAL SUPERVISOR ASSISTANT** |
| Duration:  | Dec 2011 - Jul 2012  |
| Company:  | EAGLE CEMENT CORPORATION |
| Company Industry:  | Manufacturing / Production |
| Location;  | CEMENT BASED: Bulacan, Philippines |
| Department:  | MAINTENANCE |
| Job Description:  | * Responsible for planning, directs coordinates, supervises and corrects the general conduct activities related to preventive and corrective maintenance of all plant mechanical equipment, machinery and related auxiliaries.
* To ensure the least interference in production operations.
* Formulates, develops, recommends or otherwise supervise and control implementation of approved policies, program plans system and procedures to govern all aspect of the mechanical main function.
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| 3. | Position:  | **MECHANICAL ENGINEER, SAFETY INSPECTOR** |
| Duration:  | Feb 2008 - Dec 2010  |
| Company:  | MISURATAH CEMENT TERMINAL FZC |
| Company Industry:  | Manufacturing / Production |
| Location  | MISURATAH FREE ZONE, MISURATAH , LIBYA |
| Department:  | MECHANICAL DEPT. |
| Job Description:  | * Responsible for repair and maintenance of packing plant equipment ensure that all operating machineries to good operating conditioned assist mechanics and welders for attending emergency and scheduled preventive Maintenance.
* Prepare and submit daily accomplishment.
* Report and recommends improvements for the operation.
* Help in the preparation of hazard identification plan and ensure its strict implementation.
* To make at least a quarterly appraisal of safety program and safety performance.
* Inspect the daily worksite. Report and correct unsafe acts and conditions.
* To be present during scheduled safety inspection by authorized Misuratah free port government agents and during regular health and safety committee meeting.
* Check suitability and ensure sample provision of personal protective equipment for all employees.
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| 4. | Position:  | **SAFETY INSPECTOR** |
| Duration:  | Feb 2006 - Feb 2008  |
| Company:  | ABDULLA AHMAD DOSSARY.CO |
| Company Industry:  | Construction / Building / Engineering |
| Location  | AL-JUBAIL , KINGDOM OF SAUDI ARABIA |
| Department:  | ENGINEERING |
| Job Description:  | * Responsible for the safety of all personnel as well as all operating machineries and equipment, plans organized monitor and review results.
* Orient the people thru toolbox regarding safety awareness and control thus minimize accidents. Do other duties that maybe assigned from time to time.
* Preparation of daily work activities for manpower, equipment and materials priority per work schedule.
* Responsible for the safety quality good performance and good working relationship to clients.
* Responsible for all concreting works on roads, pavements, manholes and pipelines encasement.
* Conduct daily and weekly safety toolbox meeting at work site
* Responsible in checking safety warning devices and sign boards at all workable areas.
* Submit daily and weekly accomplishment reports.
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| 5. | Position:  | **Safety Officer** |
| Duration:  | Jan 2005 - Dec 2006  |
| Company:  | CME TECHNOLOGY INCORPORATED |
| Company Industry:  | Construction / Building / Engineering |
| Location  | Taysan, Batangas, Philippines |
| Department:  | Safety Department |
| Job Description:  | * Responsible for the safety of all personnel as well as all Equipment and machineries used for dismantling and erection of civil and mechanical structures.
* Plans organize and monitor and review results, performance and initiate corrective action as needed. As welding inspector do random check-up of work piece Remind welders for proper preparation of welding machineries.
* Check welding joint blowholes and blurs and recommend Additional pass as needed. Do other duties that maybe assigned From time to time.
* Conduct supervisory safety meetings, participate in weekly planning and ensure the strict implementation of all items discussed.
* Conduct daily surveys of construction operations to ensure compliance with client/ government safety standards and regulations. Identify safety defects and initiate corrective measures by responsible supervision.
* Implementation of the existing Company Safety Program and the Client’s Safety Rules and Regulations.
* Monitoring of the implementation of the Project OH&S Plan.
* Promotes OH&S by Induction, Training and Education, News Letter and other mean on Project Site.
* Attend job progress meeting to update on the current and future plans for the project and to advise the project management on problems concerning accident prevention.
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| **EDUCATION** |
|   | **Highest Education** |  |
| Education Level:  | Bachelor's / College Degree |  |
| Education Field:  | Engineering(Mechanical) |  |
| Course:  | BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING |  |
| School/University:  | NUEVA ECIJA UNIVERSITY OF SCIENCE AND TECHNOLOGY |  |
| Location:  | CABANATUAN CITY |  |
| Date:  | Jun 1997 - Mar 2002

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| **Second Highest Education** |
| High School Diploma |
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| COLLEGE OF THE IMMACULATE CONCEPTION |
| CABANATUAN CITY, PHILIPPINES |
| Jun 1992 - Mar 1996 |

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| **SKILLS** |
|  | **Skill** | **Level of Proficiency** | **Remarks** |
| 1 | COMPUTER ORIENTED | 3 - Average |  |
| 2 | WELDING  | 3 - Average | SMAW |

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| **TRAININGS/SEMINARS** |
| **Date** | **Topic/Course Title** |
| Jul 2, 2016- Jul 10, 2016  | CONSTRUCTION OCCUPATION SAFETY AND HEALTHSYNERQUEST MANAGEMENT CONSULTANCY SERVICES Inc.EAGLE CEMENT CORPORATION  |
| May 1, 2010- Jul 1, 2010  | WELDINGWESTECH TRAINING CENTERTESDA PHILIPPINES  |

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| **LANGUAGES SPOKEN** |
|  | **Language** | **Proficiency Level**(5=Excellent; 1=Poor) |  |
| 1. | ENGLISH | 4 |  |
| 2. | ARABIC | 3 |  |

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| **REFERENCES** |
| Available upon request.  |

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I hereby certify that the above information are true and correct to the best of my knowledge and ability.