CURRICULUM VITAE

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**OBJECTIVES:**

To delineate my career path, work hard and give best results for the assigned task so that the employer or other people will appreciate my work.

**SUMMARY OF QUALIFICATION:**

* Know Microsoft Word and Microsoft Excel.
* Hard working and can work well under minimal supervision.
* Work conveniently with people (colleagues).
* Has initiative and proper perspective on task.
* Know how to operate battery and gasoline operated fork lift.
* Willing to be trained in any aspects.
* Proficient in Oral and Written communication.
* Highly motivated and organized

**DETAILED WORK EXPERIENCED:**

Position : **Bottling Line Production Supervisor**

Company : Asia Brewery Incorporated

Work Period : January 1, 2012 - September 13, 2012

Location : Doyugan, El Salvador City, Misamis Oriental, Philippines

Duties & Responsibilities:

* Ensure that all the machines are in good running condition before the bottling operation starts.
* Inquire from the Superiors the whole week bottling operation schedules.
* Make the whole week manpower set up and give to all the subordinates thru tool box meeting the instruction for the whole week bottling operation.
* Ask for the steam supply for the pre heating of the bottle washer for the start up operation and so on.
* Ask for the glycol and CO2 supply from other department for the start up and continues operation.
* Ensure that the bottle washer is at standard parameters like temperature, caustic soda concentration, additives concentration and chlorine concentration before the washable bottles to be feed in for cleaning.
* Make the beverage at its standard specification like the standard brix, co2 content per bottle and product temperature preparation at the famix before passing to the filler machine for the bottling process.
* Ensure that in every operation it can hit the required product efficiency and production efficiency.
* Responsible for the safety of his subordinates as well as responsible for the recommendation for promotions or disciplinary action.
* List down all the troubles as down time encountered of all the machines during on-going operation and make recommendation for improvement.

Position : **Syrup Room Supervisor**

Company : Asia Brewery Incorporated

Work Period : September 1, 2009-December 31, 2011

Location : Doyugan, El Salvador City, Misamis Oriental, Philippines

**Duties & Responsibilities::**

* Request for the steam, air and treated water (water brew cold and water brew ice) supply during start up operation.
* Supervise the opening of steam, air and treated water supply.
* Supervise and countersign the concentration of caustic soda, chlorine and phosphoric acid made by the CIP (clean in place) operators before the CIP starts.
* Ensure that the machines and equipments to be used in the mixing process are properly CIP by the CIP operators and see to it that the Standard Operating Procedures were strictly followed.
* Ensure that the machines and equipment is in good running condition before the operation starts.
* Ask for the mixing schedules for the whole week.
* Check the necessary ingredients if properly prepared by the raw materials scalar for the mixing process of soft drinks and energy drinks.
* Counter signed the ingredients withdrawal form if the necessary ingredients are correct already.
* Make the working schedule of activities every day for contractual basis employees and CIP operators under the shift supervision and conduct toll box meeting.
* Follow up and evaluate the subordinates if the assigned task were properly followed.
* Check if the storage tank to be stored already CIP for the mixing process.
* During mixing operation, follow up operators and supervise if the ingredients poured in their designated dosing tank.
* Responsible of mixing the soft drinks and energy drinks.
* Ensure that the syrup being prepared can accommodate and hit its volume requirements for the whole week scheduled operation.
* Ensure that the whole mixing process and flow of operation is in strictly Standard Operating Procedure.
* Check and supervise the maintenance of cleanliness of the entire area of mixing process and its equipments.
* If trouble shooting occurred during operation, supervise the maintenance personnel repairing the damaged and list the damage and its down time.
* Make recommendation or action for personnel under the shift supervision who violate the company rules and regulation.
* Make accident report if accident occurs during duty hours within the plant premises.
* Conduct training for new employees.
* Evaluate and make recommendation for those personnel who are qualified and deserving for regularization and promotions.
* During ending operation, ensure that the machines and equipments used for the entire week operation already CIP.
* Request for the shut off of steam, air and treated water supply.
* Ensure that before leaving the area, the area is clean and organized then the equipment and machines already shut off as well as the light, air, water supply and pneumatics valves.

Position : **Raw Materials In Charge**

Company : Asia Brewery Incorporated

Work Period :July 1, 2009 – August 30, 2009

Location :Doyugan , El Salvador, Misamis Oriental, Philippines

Duties & Responsibilities:

* Ensure that all the necessary ingredients needed for the whole week mixing operation of soft drinks and energy drinks were weight accurately and properly stored and sealed to its plastic containers.
* Ensure that all the ingredients properly stored, arranged accordingly by batch and their expiry date on first in first out basis.
* Know the necessary information like, batch number, manufacturing date, expiry date, manufacturer and country of its origin of all the ingredients delivered.
* Know the exact amount per kilo and exact weight per bag for every ingredient.
* Submit reports to the management for every discrepancy that were notice of its packaging, quantity and weight for immediate and appropriate action to be taken.
* Prepare ingredient withdrawal form and inform syrup room shift Supervisor that ingredients already prepared and let him sign the withdrawal form.
* Submit to the management every week end and month end inventory reports of all the ingredients already used and its remaining balance. Also reports for the average consumption of ingredients per week and per month.

Position : **CLEAN IN PLACE OPERATOR**

Company : Asia Brewery Incorporated

Work Period : May 12, 2008 – June 30, 2009

Location : Doyugan, El Salvador City, Misamis Oriental, Philippines

Duties & Responsibilities:

* During start up, open the steam supply line as per instruction and supervision of the supervisor.
* Open the air supply of all the pneumatic valves and treated water supply valves.
* Make the concentration of caustic soda, chlorine and phosphoric acid within its range before the CIP starts.
* Ensure that the machines and equipments were properly CIP in accordance to the Standard Operating Procedure before and after its usage.
* Sterilized and CIP equipments and storage tanks to be used in mixing.
* During mixing operation, in charge of the pouring of ingredients in their assigned dosing tank and assist the supervisor.
* In charge of cleaning the syrup room floorings, wall, pipelines and storage tank.
* During trouble shooting assist the maintenance personnel.
* During ending operation, in charge of closing the steam supply line, air supply of all the pneumatics valves and treated water supply valves as per instruction and supervision of the Supervisor.
* Ensure that the machines and equipments used in the entire week mixing operation already CIP.

**EDUCATION:**

***College:***

**Bachelor of Science in Mechanical Engineering ( Misamis University, Ozamiz City, Philippines) 2001-2006.**

**TRAINING AND SEMINAR ATTENDED:**

* Forklift Safety Operation With Preventive Maintenance

 GLC Forklift, Inc.

 52 Speaker Perez St., corner N. Roxas, Sta. Mesa Heights

 Quezon City, Phillippines

October 29, 2011

* (COCOMECO) Coaching, Counseling, Mentoring & Correcting; Positive Work Attitude; Effective Communication; and Work Place Cooperation & Partnership.

Held at the Training Room, Asia Brewery Inc., El Salvador Plant, Misamis Oriental

Given by: TIMOG INTEGRATED FACTORS CORPORATION AND NATIONAL CONCILIATION AND MEDIATION BOARD RB10

August 5, 2011

* On The Job Training

Nova Wood Forest Industries Corporation

Lapasan, Clarin, Misamis Occidental, Philippines

NOVEMBER 12, 2005- MARCH 4, 2006

COMPLETED: 320 Hours

**PERSONAL DATA:**

Place of Birth : Oroquita City, Misamis Occidental, Philippines

Date of Birth : November 3, 1984

Nationality : Filipino

Civil Status : Married

Religion : Roman Catholic

**LANGUAGE SKILLS:**

* Tagalog (native language)
* English (read, written and spoken)