**SANDRO**



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**CAREER SUMMARY**

* More than 6 years experienced in a manufacturing firm and with a strong exposure specifically in management & production.
* Broad experience in production line, time & motion study (TMS), line balancing with emphasis on improving efficiency & productivity for more than 5 years.
* Achieved monthly KPI target and awarded for being Best Cell in Production
* Highly organized and detailed result oriented in management for over 6 years
* Excellent skills in Microsoft Office applications (Word, Excel, Presentation, Outlook), OS applications, SAP Ariba Cloud, ERP, MRP

**KEY SKILLS**

Process & Design Efficiency Improvement, Measurement (Work, Time, Cost, Productivity), Ergonomics, Human Factor.

**JOB EXPERIENCED 5**

**Wahat** **Alemarat LLC**

Department: Admin

Address: Mina Store #427, 20th St., Abu Dhabi

Position: **Admin Staff** (June 2015-November 2016)

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**Duties and responsibilities**

* Responsible for coordinating to the clients or suppliers for items order/delivery and other business related transactions
* Prepares and sending bid, tender to the clients/suppliers
* Updating, communicating & coordinating with the clients via SAP Ariba about their queries, quotations and important information
* Support Management Staff and multitasking
* Assisting for hiring, interview and provide exam to the applicants
* Observe and monitor workers daily operation
* Responsible for coaching and mentoring the workers and make disciplinary action/letter as needed
* Responsible for making and issuing delivery notes, invoices, quotation to clients/suppliers
* Responsible for keeping and updating important company files/documents

**I am working in our own family business since 2011-2015.**

**JOB EXPERIENCED 4**

**Globalwear Manufacturing Incorporated 1**

Department: Production

Address: Philippine Economic Zone Authority, Mez 1, Lapu-lapu City, Cebu Philippines

Position: **Cell/Production Manager** (June 2007-December 2008)

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**Duties and responsibilities**

* Responsible for planning, production improvement particularly in cost per unit(cpu), RFT (Right the First Time), Efficiency and overall management of the work cell
* Assign and delegates work to the entire production cell members to achieve production goal
* Monitors and updates daily production output and shipment status
* Coordinates with the PPIC for on time arrival of materials and Quality Assurance department for the quality inspection status/result
* Drive the assigned cell for the entire production processes for target and over-all improvement
* Collects production data as reference and improvement purposes
* Monitors daily productivity to achieve target Key Performance Indicator (KPI)
* Collate and present production performance report during monthly meeting
* Coaches and counsel cell members
* Updates and coordinates with HR regarding manpower status to maintain sufficient workforce
* Utilizes available resources
* Implements and follow Standard Operating Procedures, Company Policies, Rules and Regulations and Health & Safety of the employees
* Responsible for the appraisal of all cell/production team members

**JOB EXPERIENCED 3**

**Feeder Apparel Corporation-CPRD**

Department: Quality Management

Address: Mactan Economic Zone 1, Lapu-lapu City, Cebu Philippines

Position: **Factory Quality Management Systems Auditor** (Jul 2006 - June 2007)

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**Duties and responsibilities**

* Monitors the whole process (as assigned), operation performance and make thorough evaluation for effectiveness to improve the entire Quality Systems including documents and SOP’s. These operation covers from - Materials and Accessories Inspection - Spreading and cutting / laser cutting - Decoration (Embroidery / printing / heat transfer) - Sewing (inline and end of the line inspection) – Garment lab testing - Finishing - Metal Detection - Final Audit
* Responsible for the Quality Management Systems Audit(ISO 9000, 9001, OSHA Manufacturing Standards, Metal Free Policy/(HSE), 6’s)
* Relay to the respective Department Heads regarding the findings of the audit and ask Corrective Action Plan (CAP) for those who failed and follow-up if the QA Systems flow is complied
* Randomly interact people or personnel who assign their respective jobs during their actual operation
* Assist for improvement to those department who needs Quality issue

**JOB EXPERIENCED 2**

**Metro Wear Incorporated 1**

Department: Quality Assurance

Address: Mactan Economic Zone 1, Lapu-lapu City, Cebu Philippines

Position: Assistant Quality Manager (March 2005 - June 2006)

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**Duties and responsibilities**

* Responsible for the quality of the factory
* Coordinate to the Production Department of any quality issue encounter by the production line
* Responsible in disseminating of all updates from all customers to all Quality personnel
* Assist QC Manager during monthly performance report
* Make an approval from Buyer-OC for each styles running for references
* Responsible for the accuracy and correctness of all QA’s implementation adhering to quality standards
* Responsible for the correct and timely corrective measures of quality issues
* Responsible for the strict adherence to quality system implementation
* Assist to buyers-OC during Production roving & during final audit
* Coordinate with the production/cell manager’s for PO’s inspection status and inspection results
* Ensures all PO’s bound for shipments undergo final inspection
* Ensures the adherence of quality processes and materials
* Check daily AQL report
* Ensures the regular attendance and productive meeting and coordination of all Quality Auditors

**JOB EXPERIENCED 1**

**Metro Wear Incorporated 1**

Department: Production

Address: Mepz 1, Lapu-lapu City, Cebu Philippines

Position: **Process Engineer** (June 2003 - February 2005)

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**Duties and responsibilities**

* Responsible for the smooth operation, output and efficiency of the production line
* Balancing the line using Time & Motion Study(TMS) to get the individual operation cycle time
* Roving to ensures all the operator doing right the first time(RFT)
* Monitors production status to make sure the shipments are met with in the delivery date
* Plans and implements system in the production and also evaluate LEAN system implementation in my area of jurisdiction
* Controls and monitors production performance in terms of productivity, quality and operational efficiency
* Report and feedback to the Cell/Production Manager for the status of the line
* Interact to the assigned Quality Auditor with regards of quality issue encounter with in the Production inline
* Implement 6’S (Sort, Set & order, Sweep/Clean, Standardize, Sustain & Safety) in my work place

**Above mentioned positions are under the company of Sportscity International Philippines (SCI, Philippines) has currently thirteen(13) company branches operated in Cebu Philippines** (Mactan Apparel 1 & 2 , Feeder Apparel 1 & 2, Globalwear Mfg. Inc 1 & 2, Metro Wear Inc. 1 & 2, Central Production Research & Development (CPRD), Globalwear Manufacturing Incorporated-Central Warehouse 1 & 2, Metro Wear Incorporated-Central Logistics, Feeder Apparel Corporation-FIT Printing with more than 20,000 employees.

A multinational sports apparel manufacturing firm and has a license to manufacture high end products such as The North Face, Nike, Adidas, Warrior, Under Armour, New Balance, Hind, Reebok and other leading branded sports apparel. Main office located in Taiwan with huge branches operated in Indonesia, Cambodia, China, Vietnam and Philippines.

**TRAINING AND SEMINARS/ACHIEVEMENTS**

* Receive Plaque of Recognition for having achieved as the "**Best Cell**" in over–all production performance with regards to KPI for the 1st quarter of the year 2008 conducted at Globalwear Manufacturing Incorporated Lawak/Conference room on the 29th day of July 2008.
* Receive Certificate of Participation in the seminar on "**Scan and Pack Program**" conducted at Sportscity International Philippines Training Center on the 22nd day of April 2004.
* Receive Certificate of Participation in the Seminar on "**SCI-Lean Production**" conducted at SCI Training Center on the 15th day of April 2004.
* Receive Certificate of Attendance for the completion of the "**Time Management** Training" conducted at Feeder Apparel Training Center on the 24th day of June 2003.
* Receive Certificate of Attendance for having actively participated on the "**Product Life Cycle Analysis** Seminar" conducted at Cebu Institute of Technology Auditorium on the 6th day of December 2001.
* Receive Certificate of Attendance for actively participated in the Seminar on "**Project Management**" conducted at Cebu Institute of Technology Auditorium on the 20th day of March 2000.

**EDUCATIONAL BACKGROUND**

**Bachelor of Science in Industrial Engineering**

Cebu Institute of Technology-University

Cebu City Philippines

Graduated: 2003

**PERSONAL INFORMATION**

Birthday: September 14, 1979

Birthplace: Cebu City

Age: 37

Sex: Male

Marital Status: Married

Height: 5’6”

Weight: 169 lbs

Religion: Roman Catholic

Nationality: Filipino

**QUALIFICATIONS/SKILLS**

Advanced in Computer Application & Office Application (Word, Excel Worksheets, Presentation & Outlook), Email, Internet Surf/Browsing, SAP/ARIBA, ERP.

Basic knowledge of Electrical Installation (proper training with certificate issued)

Can work with minimum supervision