**First Name of Application CV No 1647654**

Whatsapp Mobile: +971504753686



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**Career Objective:**

To seek for an **Industrial Engineering position** where I can prove my potential, enhance my capabilities, upgrade my knowledge and grow with the organization.

**SKILLS:**

Proficient in the use of **MS Office, SAP**

Knowledgeable in TMS, TQM, QC tools, QMS, **Planning & Forecasting**

Knowledgeable in **ISO** (Documentation) and JCI standards

Knowledgeable in **Quality feedback report and analysis**, POKA-YOKE, KAIZEN

Knowledgeable in conducting **Audits (Supplier’s - External and In-house)**

**Others:**

Good communication skills Excellent Interpersonal skills

Good Leadership skills Good at multitasking

Ability to work in team Ability to handle stress

**PERSONAL DATA:**

**Birthday:** July 14, 1990

**Age:** 25 yrs. old **Gender:** Female

**Religion:** Catholic **Citizenship:** Filipino

**Height:** 4’11” **Weight:** 52 Kgs.

**EDUCATIONAL BACKGROUND:**

**College:** Polytechnic University of the Philippines, Santa Rosa Campus

Bachelor of Science in Industrial Engineering

**2007- December 2013**

**WORK EXPERIENCE:**

**Inventory Material – Planner Officer – Specialist 2**

**Makati Medical Center (January 2014 – present)**

Manages the optimum flow and availability of materials within the hospital at both the strategic and operational level by establishing the inventory planning and control parameters which will result to an efficient sourcing/ordering/delivery system and regular monitoring of inventory supplies. This will include periodic review and analysis of supply trends, actual consumption and demand forecast.

**Product Development and Engineering / Quality Assurance Engineer**

**Multiflex RNC Philippines, Inc. (URATEX) - Automotive**

Project-based (June 2013 – Dec 2013)

Responsible in Quality Management System documents. To keep up-to-date of the document in monitoring, revising, updating, maintaining and distribution of approved controlled documents. Assist and coordinate directly to supplier/ s, in-house and customer’s feedback. Preparation and Monitoring of Quality Performance Status and its countermeasures.

**OJT at Multiflex RNC Philippines, Inc. – April 2013 to June 2013 (350hrs)**

Assigned in preparation of revisions of ISO documentation, assist in the development of new models, update development status, daily and monthly reports, presentations and involve in a value added value engineering projects (Quality Circle competition). Involves in process and system audit (internal and external). Basic knowledge in Bill of Materials process by means of SAP.

**Others:**

HAMLIN – Garmets Company (Conduct a 72hrs Time and Motion Study)

Wyeth Nutrition Philippines Inc. under Technical Service Division – OJT for 250hrs

KFC Balibago - Restaurant Team Member (Dec2009 – Feb2011)

**Achievements:**

Improvement projects involvement in Multiflex RNC Phil. Inc.

* **NHC Competition**
* **STAR MOTORS QCC Competition (1st Runner Up)**
* **RGC QCC Competition (3rd placer)**