**Alberto**

Address : Abu Dhabi, UAE

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**OBJECTIVE:**

Seeking a long-term opportunity within the business community, where my professional experience, education, and abilities would be advantageous to the growth of my employer and myself.

**EDUCATIONAL BACKGROUND:**

1998 – 2000 **AMA Computer Learning Center**

Associate in Computer System Technician

Naga City, Philippines

**WORKING EXPERIENCE:**

**Company Name** : **International Aseptic Paperboard Mfg. LLC (IPACK)**

**Location**  : Abu Dhabi, UAE

**Designation** : Machine Operator

**Period**  : June 18, 2017 – Up to Present

**Duties & Responsibilities:**

* Observe the machine performance and report if any abnormal operation.
* Report potential breakdown to maintenance department to avoid production interruption.
* Assist maintenance staff in performing the maintenance and repair job.
* Responsible for operating and setting-up a hot and/or cold seal laminator for over-laminating, encapsulation, or mounting of screen printed or digital imaged products. Sets feed speed, pressure, and/or temperature for optimum production rates, trims pieces, and maintains quality by performing the following duties personally.

**Company Name** : **McDonald's (Riyadh International Catering Corporation)**

**Location**  : Saudi Arabia

**Designation** : Mc Delivery (Car)

**Period**  : July 29, 2015 – October 08, 2016

**Duties & Responsibilities:**

* Following critical standards for raw and finished product quality, service speed, cleanliness
* Delivering fast, friendly and accurate service to all customers
* Welcoming every customer with a smile and being genuinely friendly at all times
* Attending to customers’ needs as a primary focus
* Attempt to resolve simple customer enquiries and referring difficult customer enquiries to a Manager
* Adhering to restaurant performance standards for crew stations and as per shift manager directions
* Following directions for the implementation of new products and procedures
* Actively supporting local and national promotions to maximize sales potential
* Being aware of the goals and targets of the restaurant. This ensures your actions contribute towards achieving them
* Maintain operational & kitchen areas to exceed customer cleanliness, comfort & convenience expectations including the restocking of work stations, cleanliness of delivery bag.
* Handling cash and card payment using POS system.
* Strong knowledge of the Restaurant’s Delivery Area

**Company Name** : **SM City Naga**

**Location**  : Naga City Phil.

**Designation** : Brand Promoter

**Period**  : November 2014 – April 2015

**Duties & Responsibilities:**

* .Expand the visibility of the brand owned by his/her employer and work towards its popularity and advertising
* Conducting sales events, promotions, advertising the product and working with the marketing team for better exposure.
* Demonstrate and provide information on promoted products/ services
* Create a positive image and lead consumers to use it.
* Set up booths or promotional stands and stock products
* Report on demonstration related information (interest level, questions asked, number of samples/ flyers distributed etc.)

**Company Name** : **Powertech Technology Inc.**

**Location**  : Taiwan ROC

**Designation** : Machine Operator

**Period**  : November 2009 – July 2014

**Duties & Responsibilities:**

* Worked with a variety of machines, including Insert and Remove machines, Burn-in, testing machines for integrated circuit manufacturing.
* Maintained mechanical and electrical production machinery on the manufacturing floor.
* Operate Automatic Visual Inspection for final test department.
* Interacted extensively with manufacturing and production engineers on design and production modifications.
* Participated on estimating team, with responsibility for determining mold and machine efficiency.

**Company Name** : **Phoenix Precision Technology**

**Location**  : Taiwan ROC

**Designation** : Machine Operator

**Period**  : February 2004 – January 2006

**Duties & Responsibilities:**

* Inspected injected and molded machined parts and determined changes.
* Trained machinist apprentices and functioned as lead machinist on third shift.

**Company Name** : **Sun’s Computer and Graphics**

**Location**  : Manila, Philippines

**Designation** : Technical Support

**Period**  : March 1999 – March 2000

**Duties & Responsibilities:**

* Assisted with technical support and resolving software and hardware issues.
* Installed and configured hardware and software components.
* Oversaw and maintained computer lab and provided technical assistance, including troubleshooting desktop applications and hardware issues.
* Service-oriented and people-oriented individual. Possess strong technical skills and excellent communication skills—listening and speaking. Dedicated to providing exceptional customer service and to quickly getting customers’ computer systems back up and running efficiently.

**PERSONAL DATA:**

Birth Date : March 13, 1980

Gender : Male

Civil status : Single

Age : 37 yrs. old

Nationality : Filipino

Language Proficiency : Tagalog & English – Write & Speak

 Mandarin – Speak

Driving License : UAE Driving License