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| C:\Users\MatthyMyie\Pictures\REDZ\Regino Pic.jpg | Regino  [Regino.360515@2freemail.com](mailto:Regino.360515@2freemail.com) |
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| **Objective & Synopsis:** | * Highly organized and experienced Warehouse Assistant/storekeeper, expert in maintaining the flow of goods to ensure accurate inventory and dispatching of materials as per requirement. * OrganizedRetailMerchandiser successful at maximizing profitabilityby verifying that product supplies are proportionate to consumer demands. * I am currently employed with one of the popular rent a car in UAE (Fast Rent a Car). * I have excellent working knowledge of Microsoft Office Package, Inventory Systems & Procedure and highly adaptable to any related systems, which I may be required to handle or work with. * Comprehensive Job Descriptions are outlined in my Employment Background   *On this note, I highly aim to be part of an organization where I can be an asset and to progressively tap my utmost potential in this industry or related discipline.* |

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| **Employment Background** | Fast Rent a Car – Abu Dhabi UAE  **LIGHT VEHICLE DRIVER (ADNOC ambulance driver)**  *22 NOVEMBER, 2016– Present*   * Drives ambulance to transport sick, injured, or convalescent persons: Places patients on stretcher and loads stretcher into ambulance, usually with help of AMBULANCE ATTENDANT * Takes sick or injured persons to hospital, or convalescents to destination, using knowledge and skill in driving to avoid sudden motions detrimental to patients. * May report facts concerning accident or emergency to hospital personnel or law enforcement officials. * Daily inspection of the ambulance car like engine oil, brake oil, brake light, warning light, emergency light, tire air pressure, registration permit, and some important part of the car. Ensure the vehicle is in good condition every day.   Abu Dhabi Motorsports Management – F1 Yas Marina Circuit, Yas Island Abu Dhabi, UAE  **WAREHOUSE ASSISTANT**  *21 OCTOBER, 2009–18 APRIL 2016* |
|  | * Offloading shipment, physically check and notify any discrepancies; if not store the items in appropriate and orderly manner according to reference numbers, brand names etc. * Pick and pack stock based on the pick lists/hand held scanners for dispatching daily to customers and retail outlets. * Support Storekeeper in stock takes and cycle counts, in order to keep an overall control of stocks. * Perform all other warehouse operational tasks as assigned by the Inventory controller. * Liaison with procurement and finance Departments on purchase request and LPO’s. Submitting monthly reports on stocks levels, receipts & Issues, stock movement and PR tracking. * Ensuring newly purchased Assets are tagged and monitoring Asset movements across sites. * Production of Monthly reports on stock level and use, using appropriate system/reporting tool. * Maintains proper handling of merchandise to avoid damages * Supervises and ensures the training of all Warehouse temporary staff on customer service and product knowledge. * Act as role model in complying with company policies and ensures that staff comply with all policies and work requirements at all times. * Coordinate with our international/local suppliers for our shipment schedule and to courier companies. |

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|  | Eldiar Furniture LLC  SanayaMussafah Abu Dhabi UAE  **Dispatcher**  *Oct 2006–Oct 2009*   * Received / prepare works orders and request. * Arrange for necessary repairs in order to restore service and schedules * All furniture’s must be in good condition while loading in the delivery truck. |

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|  | Cindy’s recipe plus Enterprises  Tibagtarlac, Philippines  **Retail Merchandiser/Delivery crew**  *June 2002–July 2006* |
|  | * Maintains customer relationships by visiting with store managers, department managers, and employees: answering their questions: responding to special requests: describing product features and benefits. * Determines call schedule by reviewing priorities with supervisor: discussing special instructions, product promotions, new products, and price changes. * Maintains store shelves by observing displays of company products**.** * Ensure that all the deliveries are on time on each allocated outlet |

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| **Educational Background** | **Jose C. Feliciano College**  Mabalacat Pampanga, Philippines  1997 – 1999  ***2 years technical seaman specialized in Navigation technology*** |

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| **Personal Profile** | **Languages Spoken** English, Tagalog (mother tongue)  **Nationality** Filipino  **Visa Status** Residence Visa  **Date of Birth** 14 April 1978  **Status** Married with 2 children  **Religion** Roman Catholic |
| **References** | Born on 14 April 1978, I speak and write fluently in English and Tagalog (mother tongue); I am a Filipino citizen with passport no.\_\_\_\_\_\_\_\_\_\_\_\_\_. I am married with 2 dependents and am a Christian.  Will be provided upon request |