**First Name of Application CV No 218280**

Whatsapp Mobile: +971504753686

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**POSITION DESIRED:** Factory Supervisor / Warehouse In-Charge

**PROFILE:**

To secure a position in any other related jobs where I can contribute my gaining knowledge and skills I have accumulated in my degree and in my work experienced.

Very much service and quality minded and customer oriented with strong tendency to pay attention to details that enjoys working in a multi cultural environment also strong promoter of team spirit and eager to learn more, ultimately applying skills to be a leader in all aspects of the industry.

**Personal Data:**

* Birth Date : September 27,1983
* Sex : Male
* Civil Status : Single
* Citizenship : Filipino
* Height : 5’7’’
* Weight : 170lbs.

**Educational Qualification:**

**St. Michaels College**

**BSC-Marketing**

**Quezon Ave., Iligan City**

**S.Y. October 2007**

**Professional File**:

**Presently employed under Western Gulf Gas & Oilfield Services & Food LLC. as Stock Controller.**

**SALES/ MARKETING STAFF**

 **Western Gulf Gas & Oilfields Services& Food LLC.**

 **DUBAI, UNITED ARAB EMIRATES**

 **March. 2012- up to Present**

* Answering the Incoming International calls.
* Outsourcing to the market, pricing, availability, delivery.
* Attaining the convention seminars, staff training and development.
* Implementing of companies new procedures and policies.
* Ensuring store standards of quality, Follow up the payments to any suppliers.
* Ensuring inventories are accurate,.
* Control of wastages and shrinkage.
* Target setting for the section.
* Area contribution to company productivity/ sales/ cost and margin.

**SALES REPRESENTATIVE**

**MOONGATE TRADING LLC.**

**AL AIN ABUDHABI, U.A.E.**

**Jan. 2010- Jan. 2012**

* Arrangement of the stocks.
* Control of wastage and shrinkage.
* Ensuring inventories are accurate.
* In charge in maintaining the cleanliness of the areas, equipments, machine and tools.
* Handles Inter-Office-Communication and other paper works.
* Monitoring of outgoing and incoming stocks..

**SERVICE CREW**

**Abudhabi National Hotels LLC.**

**ABUDHABI U.A.E**

**Jan. 2009-Dec.2009**

* Maintain cleanliness and proper hygiene.
* Observe first in/ first out (FIFO).
* Staff training and development.
* Implementing of companies new procedures and policies.
* Ensuring store standards of quality.
* Ensuring inventories are accurate.
* Control of wastages and shrinkage.
* Target setting for the section.
* Area contribution to company productivity/ sales/ cost and margin.

**Supervisor**

**Tita Fannies Liempo and Chicken Haus**

**Zamora, St.., Iligan City**

**May 16 – Nov. 01, 2008**

**Key Responsibilities included:**

* Organization of daily and weekly duties within the section.
* Health and safety legislation on the consumables.
* Implement FIFO procedure.
* Customer service.
* Negotiates supplies and price to the suppliers.

**Liaison Officer**

**Eastern Terra Enterprises**

**Besides UCCP Church**

**Roxas Ave. Mahayahay, Iligan City**

**2005-2007**

**Service Crew**

**Madelicious Native Foods**

**San Miguel St., Iligan City**

**2001-2003**

**Relevant Courses and Trainings Attended**:

* + Fire and Safety procedures
	+ Health, Safety and Hygiene procedures
	+ First Aid Skills
	+ Guest Courtesy
	+ Grooming Skills

**Capabilities:**

* Ability to train colleagues in various aspects.
* Work in accordance with programs, policies and procedures, and that the store standards are met accordingly.
* Create training programs for the staff.
* Organize selling area and warehouse and general requisition as per the requirements.

**Language:**

* English, Arabic & Cebuano.