**JINKY**

Email Add: [jinky.369969@2freemail.com](mailto:jinky.369969@2freemail.com)



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**OBJECTIVES:**

* To be a part of a highly and dynamic company wherein I can utilize my knowledge and skills in Engineering fields that can contribute to the company. And will enable me to continuously seek excellence while applying my knowledge and skills.

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**ELIGIBILITY:**

* REGISTERED ELECTRICAL ENGINEER board exam passer (September 2014)
* University of Cagayan Valley Chapter Vice-President-(IIEE-CSC) Institute of Integrated Electrical Engineer Council of Student Chapter (S.Y. 2013-014)

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**WORK EXPERIENCE:**

* **CADET ENGINEER**

**Universal Robina Corporation (CARSUMCO)**

**December 16, 2014- May 15, 2015**

**JOB SUMMARY:**

* Assist the Supervisors to ensure close monitoring activity on all operating equipments in the factory, inspection of equipment condition, analyzes equipment failures and prepares reports on inspection findings. To take over vacant positions incurred by absences or emergency situations as the case may be.

DUTIES AND RESPONSIBILITES:

1. Coordinates with Inspector/Supervisor for the monitoring of equipments check-sheet.
2. Coordinates with Inspector/Supervisor in the implementation of Department SOP and directives on proper programming and preventive maintenance.
3. Assist the Supervisor in the calibration, repair and maintenance, installation and modification of any instrument in the factory in pursuant to the department objective for the optimum efficiency, productivity and safety. Performs condition monitoring task, vibration and temperature etc.
4. Performs special and independent inspection (NDT, thickness gauging etc.)
5. Updates records and diagrams of covered equipment’s and machineries.
6. Attends daily department planning meeting.

* **PMI (Preventive Maintenance Inspector)**

**Universal Robina Corporation (CARSUMCO)**

**May 16, 2015- up to PRESENT**

**JOB SUMMARY:**

* Ensures close monitoring activity on all operating equipments in the factory, inspects condition of equipment, analyzes equipment failures and prepares reports on inspection findings.

DUTIES AND RESPONSIBILITIES:

1. Develops PM task list and inspection check sheets.
2. Coordinates inspection of equipments to PM inspector check-sheet.
3. Performs condition monitoring task, vibration and temperature etc.
4. Performs special and independent inspection (NDT, thickness gauging etc.)
5. Analyzes equipment failures.
6. Prepares downtime report/paretos.
7. Prepares report on inspection findings.
8. Monitors lubrication activities.
9. Attends daily department planning meeting.

OJT EXPERIENCE:

* CAGAYAN ELECTRIC COOPERATIVE INC. (CAGELCO)

Maddarulug, Solana, Cagayan, Philippines

April-June, 2013

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**SKILLS:**

SOFT SKILL:

* Leadership skill
* Decision-making skill
* How to manage a team work
* Creation and innovation
* Can work under pressure and on different working environment
* Hardworking, Responsible, Passionate and works well on teams

COMPUTER SKILLS:

* Microsoft Office (Word, PowerPoint, Excel)
* Knowledge in AutoCAD
* Internet Usage
* Spreadsheet
* Presentation
* Word Processing

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**PERSONAL INFORMATION:**

Nickname : Jinks

Gender : Female

Date of Birth : July 11, 1993

Place of Birth : Tuguegarao City

Civil Status: Single

Age: 23

Height : 5’

Weight : 42 kls.

Nationality : Filipino

Religion : Roman Catholic

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**EDUCATIONAL BACKGROUND:**

* TERTIARY

University of Cagayan Valley

Bachelor of Science in Electrical Engineering

Tuguegarao City

S.Y 2009-2014

* SECONDARY

Linao National Highschool

Tuguegarao City

S.Y 2005-2009

* ELEMENTARY

Annafunan West Elementary School

Tuguegarao City

S.Y 1999-2005

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**SEMINARS ATTENDED:**

May 26-27,2016 Regional Seminar on Labor Management

(Embracing Quality Management Towards Organizational Excellence)

Villa Diana Hotel, Cordon Isabela

January 17, 2014 Renewable Energy and Power Quality Seminar

University of Saint Loius

Tuguegarao City

August 22, 2013 Electrical Design and Installation Standard in Conformity

with the PEC 2009

Cagayan State University (Carig Campus)

Tuguegarao City

January 26, 203 Fault Calculations on Industrial and Commercial Establishments and Electrical Safety

Bulwagang Pacifico Casem (USL)

Tugugarao City

June 26-27, 2012 Northern Luzon Regional Technical Seminar

Suncity Casino and Resort

Sta.Ana, Cagayan

December 11, 2012 Electrical Design and Installation of High Rise Building

Cagayan State University (Carig Campus) Amphitheater

Tuguegarao City

September 17, 2011 Software Freedom Day

St. Paul University Philippines

Tuguegarao City

I hereby certify that the above information is true and correct to the best of my knowledge and beliefs.

Jinky

Applicant