. 

**JE**

 E**-mail address:** **je.370291@2freemail.com**

**OBJECTIVE:**

 **To work in a dynamic organization where I can efficiently utilize my knowledge, skills and could also provide a challenging opportunity for career growth and development.**

**Educational Background**:

**Elementary: Buenavista Central Elementary School (SY 1995-1996)**

**Poblacion, Buenavista, Bohol Philippines**

**Secondary: Aura de Laurentus Business High School (SY 1999-2000)**

**Olongapo City, Subic ,Zambales**

**College: Bachelor of Science in Nursing (undergraduate) 2001-2002**

 **HOLY NAME UNIVERSITY Tabilaran City**

**Bachelor of Science in Commerce Major in Management (Undergraduate) 2002-2004**

 **HOLY NAME UNIVERSITY Tagbilaran City**

**Bachelor of Science in Elementary Education (Board Passer) 2006-2009**

**MATER DEI COLLEGE Tubigon, Bohol**

**WORKING EXPERIENCES**:

**Employer: Span Marketing**

**Address: Tagbilaran City, Bohol**

**Inclusive Date: 2004-2005**

**Position: Sales Representative**

**JOB DESCRIPTION**:

* Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.
* Adjusts content of sales presentations by studying the type of sales outlet or trade factor.
* Focuses sales efforts by studying existing and potential volume of dealers.
* Submits orders by referring to price lists and product literature.
* Keeps management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and annual territory analyses.
* Monitors competition by gathering current marketplace information on pricing, products, new products, delivery schedules, merchandising techniques, etc.

**Employer: Local Government Unit**

**Address: BUENAVISTA, BOHOL, PHILIPPINES**

**Inclusive Date:JUNE 2011- 2013 (LGU CONTRACT)**

**Position: TEACHER**

**JOB DESCRIPTION:**

**.**Working in accordance with the school's curriculum statement and policies.
. Monitoring and assessing a pupil's progress.  . Participating in the development of appropriate syllabuses, materials and Schemes of.
. Ensuring confidentiality at all times.
.Carrying out a share of supervisory duties. .
. Actively involved in curriculum review and development. .

**DONGSUNG CONSTRUCTION CO, LTD.**

**SAFETY OFFICER**

August 5, 2013 to April 25, 2017

**Duties and Responsibilities:**

• Creating awareness of the hazards associated with the use of radioactive materials, carcinogens (cancer inducers), toxic chemicals and other aspects of occupational health hazards and dissemination of this information.
• Ensuring that all non-routine and potentially hazardous routine jobs are carried out under Permit To Work System with associated Complimentary Certificates, and Work Hazard Information System (WHIS) duly followed.
• Carrying out regular Unsafe Act/Condition Audits to quickly identify hazards at the work site with corrective actions to re-instate facility integrity to sustain safety, protect the environment and meet the HSE targets.
• Co-ordination of the company’s in-house HSE communication meetings and periodic HSE plans, data, implementation and audits.
• Involved in the Health, Safety & Environment Awareness presentations/talks preceding daily operations.
• Active participation in Company’s emergency response simulation as a part of the emergency response team, which involves emergency drills and scenario simulation.
• Skilled in Unsafe Act and Conditions (UA/UC) Auditing reports, tracking and recording to database

**TRAININGS &SEMINARS**

* **SAFETY OFFICER TRAINING COURSE FOR CONSTRUCTION, PETROCHEMICAL, OIL & GAS INDUSTRIES**

RODECH TRAINING SERVICES LINK INT’L INC.

Room 3 Ground Floor GK Chua Building, Sanciangko St. Cebu City, Philippines

* **DRILLING TECHNOLOGY**

RODECH TRAINING SERVICES LINK INT’L INC.

Room 3 Ground Floor GK Chua Building, Sanciangko St. Cebu City, Philippines

* **HYDROGEN SULFIDE SAFETY AND SCBA INSTRUCTION**

RODECH TRAINING SERVICES LINK INT’L INC.

Room 3 Ground Floor GK Chua Building, Sanciangko St. Cebu City, Philippines

* **STANDARD FIRST AID WITH PROFESSIONAL CPR AND AED INSTRUCTION**

RODECH TRAINING SERVICES LINK INT’L INC.

Room 3 Ground Floor GK Chua Building, Sanciangko St. Cebu City, Philippines

* **BASIC RIGPASS SAFETY ORIENTATION**

RODECH TRAINING SERVICES LINK INT’L INC.

Room 3 Ground Floor GK Chua Building, Sanciangko St. Cebu City, Philippines

* **DRILLING INDUSTRY TRAINING**

RODECH TRAINING SERVICES LINK INT’L INC.

Room 3 Ground Floor GK Chua Building, Sanciangko St. Cebu City, Philippines

* **Non Formal Education Seminar**
* **Participant, Sport League for Youth Development, LGU 2001**
* **Participant, Personality development Seminar, AURA DE LAURENTUS BUSINESS HIGH SCHOOL 1998**
* **Participant, Congress of Campus Leader, AURA DE LAURENTUS BUSINESS HIGH SCHOOL**
* **TESDA SCOLARSHIP TRAINING IN FOOD AND BEVERAGE (NCII CERTICATE HOLDER) SEPT.-NOVEMBER 2015**

**AFFILIATIONS**

Member, INTERNATIONAL ASSOCIATION OF SAFETY PROFESSIONALS (IASP)

               RODECH PHILIPPINE CHAPTER

               IASP No.

Member, INTERNATIONAL ASSOCIATION OF DRILLING CONTRACTORS (IADC)

               Global Leadership for the Drilling Industry

               HSE Rig Pass Orientation

               IADC Program No.

Member, SAFETY AND HEALTH ASSOCIATION OF THE PHILIPPINES ENERGY     SECTOR INC. (SHAPES)

 Member, RODECH RESCUE SERVICES

**PERSONAL DATA:**

**Birth Date: July 30, 1982**

**Citizenship: Filipino**

**Languages: English, Pilipino, Visayan**

**Age: 34**

**SKILLS AND INTEREST:**

**Driving**

**Computer Literate:**

* **Microsoft Word, Excel, Power Point**
* **Internet Browsing**