** Allyne**

[**Allyne.373110@2freemail.com**](mailto:Allyne.373110@2freemail.com)

**Career Objectives**

To develop myself at professional level in a position that demands the abilities and knowledge of Industrial Engineering. To apply the tools acquired throughout my professional studies for the improvement and the continuous learning, with the purpose of contribute with the growth of the company and the society.

**Job Experience**

**Project Planner**

ThemeBuilders Philippines Inc. (Theming and Architecture Industry)

October 4, 2016 – up to present

SitioCubol, Brgy. Sapalibutad, Angeles City, Pampanga, Phils.

* Develop and establish production plan that meets the quality requirement, production cost, delivery schedules.
* Set work flow and production schedule to align with the ordering leadtime of raw materials or components that supports production in both machining and assembly
* Monitor production status by tracking jobs to ensure timely delivery to customer.
* Identify delays and make necessary adjustments in machine or assembly schedules to meet deadlines accordingly.
* Reviews production planning systems and procedures and update documentation as needed.
* Identify areas for improvement to continually drive individual and group performance to achieve business goals and objectives
* Determine equipment capacity, process capability, materials availability and manpower requirement to support actual production.
* Review documents, such as production schedules, job orders, or staffing plans, to determine personnel or materials requirements or material priorities.
* Participates in pre-costing and pre-production discussion of projects.

**Document Controller (DCC)**

Prudence Development and Management Corporation (Tobacco Industry)

June 1, 2016 –August 25, 2016

Centennial Road, corner PSPC Road, Clark Freeport Zone, Pampanga

* Implement 5S in the whole Plant.
* Implementing Quality Policy and OTP’s in the whole Plant.
* Preparing and revising the QMS documents (namely Quality Manual, Quality system procedures and other documentations).
* Ensuring the compliance of all the functions as per the ISO 9001:2015 standard.
* Communicating to the Top Management on Quality issues / Non-conformities & Audit reports
* Initiate necessary corrective and preventive action.
* Time to time review of all the functions, to check the effective implementation of Quality Management system.

**Production Planner (Primary Department)**

Prudence Development and Management Corporation (Tobacco Industry)

August 10, 2015 - May, 2016

Centennial Road, corner PSPC Road, Clark Freeport Zone, Pampanga

* Plans and Prepare Production Schedule workflow for each department/line
* Draws up master schedule to establish sequence and lead times for each line/operation to meet shipping dates according to sales forecasts and or customer orders.
* Investigate production problem, analyze root causes and provide solutions.
* Prepares Production Report
* Expedites operation that delay schedules and alters schedules to meet unforeseen conditions.

**Industrial Specialist- Industrial Engineering Department (On-the-Job Training)**

Luenthai International Group Phils., Inc.

April to June 2014

7500 A. Bonifacio Ave. Cor. J. Tinsay St., Clark Freeport Zone, Clark, Pampanga

* Conduct Time and Motion Study
* Monitor production line up
* Computing workers’ efficiency

**Educational Background**

Tertiary: **DON HONORIO VENTURA TECHNOLOGICAL STATE UNIVERSITY**

Bachelor of Science in Industrial Engineering

June 2010- March 2015

Secondary: **APALIT HIGH SCHOOL**

Apalit, Pampanga

2006-2010

**Skills Summary**

I am a computer literate. Knowledgeable in Microsoft Office Applications specifically on MS Word, MS Excel, MS Power Point, MS Project and Outlook. Also, I know how to conduct TMS, Production Study, Scheduling and Planning, and Controlling of Inventory. I am also a critical thinker, can manage time and pressure. Willing to render over time and too passionate in all work loads. I am very energetic, flexible, God fearing, reliable, and responsible with all the things I need to do because I know what my priority is.

**Trainings& Seminars Attended**

May 17, 2016 : “5S In-to Action”

Prudence Development and Management Corporation

Centennial Road, corner PSPC Road, Clark Freeport Zone, Pampanga

May 30-31, 2016 : AJA Registrars

“Full Awareness of Quality Management ISO 9001:2015”

PAGCOR, 365 Plaza

San Nicolas, Ilocos Norte

**Personal Information**

Date of Birth: September 28, 1993

Language Spoken: English

Religion: Iglesiani Cristo

Citizenship: Filipino

**Character References: Available upon request.**