**HENRY**

Abu Dhabi, United Arab Emirates

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**Qualifications and Work Experiences:**

Have sense of responsibility, Creative and resourceful, Passion for continuous learning and personal growth. Highly motivated and driven, with strong desire to excel

July 2013 – Present:

Job Descriptions:

Cleaner

National Corporation for Tourism and Hotel Abu Dhabi, UAE

* Carries out all or any of the following duties alone or as a member of a team.
* Keep buildings in clean and orderly condition. Perform general and heavy cleaning duties, such as cleaning floors, shampooing rugs, washing and glass cleaning, and removing rubbish. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalk.
* Equipment Maintenance – Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
* Mechanical – Knowledge of machines and tools, including their designs, uses, repair, and maintenance.
* Familiarities himself with general safety rules and ensures that equipment and machinery are used in a safe way. Reports unsafe conditions or practice to supervisor.
* Carries out other similar or related duties and observe rules and regulations.

Dec. 2012 – May 2013 Installer of Safety Fence

Megawide Construction Corporation

Alabang Muntinlupa City, Philippines

Job Descriptions:

* Erect and repair metal and wooden fences and fence gates around highways, industrial establishments, residences, or farms, using hand and power tools.
* Construct and repair barriers, retaining walls, trellises, and other types of fences, walls, and gates.
* Complete top fence rails of metal fences by connecting tube sections, using metal sleeves.
* Establish the location for a fence, and gather information needed to ensure that there are no electric cables or water lines in the area.
* Measure and lay out fence lines and mark posthole positions, following instructions, drawings, or specifications.



1  Henry Resumé

Jan. 2012 – Oct. 2012

Production Operator

Redor Philippines Incorporated

CEPZA, Rosario, Cavite, Philippines

Job Descriptions:

* Operate equipment safely and effectively for production processing.
* Inspect equipment to identify any replacements, malfunctions and repairs.
* Perform regular equipment maintenance to ensure production capacity and quality.
* Work under the guidance of Supervisor to perform and complete the assigned duties in timely manner.
* Follow safety procedures and company policies for equipment operation

May 2010- Nov. 2011 Laminating Machine Operator

Liwayway Marketing Corporation

Anabu, Imus City, Philippines

Job Descriptions:

* Select machine dies.
* Determine setup procedures.
* Set controls to regulate vacuum, air pressure, sizing rings, and temperature.
* Synchronize speed of extrusion.
* Read and interpret blueprints and drawings.
* Locate defects on extruded products.
* Check for conformance to specifications.
* Remove excess, entangled, or completed filaments from machines.
* Operate machines that extrude filaments from synthetic materials such as rayon, fiberglass, or liquid polymers.
* Start metering pump
* Activate and adjust extruding machines

Oct. 2009 – March 2010

HouseKeeping/Janitor

SM City, Bacoor Cavite

Job Descriptions:

* Follows detailed worksheet for each cabin cleaning.
* Clean building floors and walls by sweeping, mopping, scrubbing, or vacuuming them.
* Replenish supplies such as drinking glasses, linens, writing supplies, and bathroom items.
* Gather and empty trash.
* Clean windows, glass partitions, and mirrors, using soapy water or other cleaners, sponges, and squeegees.
* Mix water and detergents or acids in containers to prepare cleaning solutions, according to specifications.
* Follow procedures for the use of chemical cleaners and power equipment, in order to prevent damage to floors and fixtures.



2  Henry Resumé

* Notify supervisor concerning the need for major repairs or additions to building operating systems.
* Set up, arrange, and remove decorations, tables, chairs, and ladders to prepare facilities for events such as banquets and meetings.

Sept. 2008 – May 2009

Delivery Helper and Checker

Save More, Poultry and Hug Supply

Banalo, Baccor, Cavite Philippines

Job Descriptions:

* Carry out between400-500 assignments in a shift.
* Collect containers en route and empty content onto truck.
* Help in unloading truck at the site and in keeping it clean.
* Ensure safe and efficient delivery of products to the customers.

March 2007 – June 2008 Machine Operator and Checker

Keymaxx Corporation (Daeduck Philippines Inc)

CEPZA, Rosario, Cavite, Philippines

Job Descriptions:

* Compiles and records production data for industrial establishment to prepare records reports on volume of production, consumption of raw material, quality control, and other aspects of production, performing any combination of following duties.
* Calculates factors, like types & quantities of items produced, materials used, amount of scrap, frequency of defects and worker department production rates, using adding machine or calculator.
* Writes production reports based on data compiled, tabulated, and computed, following prescribed formats.
* Compiles from customer orders other specifications detailed production sheet or work tickets for use by production workers as guides in assembly or manufacture of product.

Sept. 2002 – May 2006 Production Operator, O/S Checking Machine Itabashi Seiki Philippines Incorporated CEPZA, Rosario, Cavite, Philippines

Job Descriptions:

* Tends laminating machine that automatically bonds assembled layers of laminating materials and printed circuit board panels to form multilayer PCB panels: Reads instruction sheet to determine specified materials and laminating procedures.
* Assembles inner and outer layers of PCB panels and laminating materials over guide pins of holding fixture.
* Places assembled boards on bay of machine.
* Turns controls to set time, pressure, and temperature of laminating machine according to specifications.



3  Henry Resumé

* Starts laminating machine that applies pressure and heat to bond materials and form multilayer PCB panels.
* Monitors machine operation and adjusts machine controls to maintain specified temperature and pressure.
* May compute pressure level for laminating machine.
* May heat materials in oven to remove moisture or condition materials prior to laminating process.

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| **OJT Attended:** | |  |
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| Oct. 2001 – Feb. 2002 | | QA Visual Screening/CNC Machine Operator |
|  |  | Tsukuba Philippines Die Casting Corporation |
|  |  | CEPZA, Rosario, Cavite, Philippines |
| March 2001 – May 2001 | | Die Cast Machine Operator |
|  |  | Tsukuba Philippines Die Casting Corporation |
|  |  | CEPZA, Rosario, Cavite, Philippines |
| March 2001 – May 2001 | | Production Maintenance |
|  |  | Mikado Philippines Corporation |
|  |  | CEPZA, Rosario, Cavite, Philippines |

**EDUCATIONAL BACKGROUND:**

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| College | : |  | Cavite State University – CCAT Campus |
|  |  |  | Course: Diploma in Technology, Major in Mechanical Technology |
|  |  |  | Graduated on 2002, at Tejeros, Rosario, Cavite, Philippines |
| Secondary | : |  | Cavite National High School |
|  |  |  | Graduate of 1999 at Cavity City, Philippines |
| Primary | : |  | Sta. Cruz Elementary School |
|  |  |  | Graduate of 1994 at Cavity City, Philippines |
| **PERSONAL DATA:** | | |  |
| Date of Birth |  |  | : May 15, 1981 |
| Nationality |  |  | : Philippines |
| Religion |  |  | : Protestant, Christian |
| Language Spoken | | | : English, Filipino |

I hereby certify to the correctness of the above information best on my knowledge and belief



**Henry**

Applicant



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