**CHRISTIAN**

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**Profile**

To seek for a challenging and rewarding position and actively participate in a growth of viable and aggressive organization in the field of computer operation and storekeeping wherein my abilities, core experiences and trainings can be most effectively utilized.

Literate in communication skills, verbal and written, Computer Proficient (MS Word, MS PowerPoint, MS Excel), Basic knowledge on Grinding Machine, Arc Welding and repairing of Electrical Power Tools, Operate Forklift, Pay Loader, Bobcat and can work independently or in a group under minimum supervision.

**Skills**

* Toolkeeping .
* Repair electrical power tools, hydraulic and pneumatic tools.
* Operate forklift, bobcat and payloader.
* Data encoding (MS Office, Tools Monitoring System)

**Experience**

**(Storekeeper)**

Kingdom Of Saudi Arabia, Jubail

May 16, 2018 to March 8, 2019

* Encoding of daily BTS (Borrower's Tools Slip) issuance.
* Responsible for encoding of Material gate pass.
* Monitoring and updating the Calibration Status of precision tools & rigging tackle (ABS & TUV).
* Record keeping such as invoice, delivery notes, third party certificates, material gate passes and inventory.
* Preparation of tools and documents based on tools loading prior to mobilization to projects.
* Tools certification monitoring.
* Issuance and receiving of various tools. (i.e. precision tools, major construction tools, mechanical tools, etc).
* Proper maintenance of tools.
* Conduct inventory on tools deployed at site.
* Maintenance of tool room, orderliness and cleanliness.
* Operates Forklift, Pay loader, Bobcat.
* Repairs electrical power tools, hydraulic tools and pneumatic tools.
* Prepare and Submit monthly Tools inventory report as per policy and procedure.
* Conduct inspection of tools prior for receiving of purchased tools.
* Checking of tools prior for receiving of documents such as RTTS (Return Transfer Tally Sheet), OGMR (Outgoing Memo Receipt).
* Attending incoming and outgoing calls.

**(Storekeeper)**

Kingdom Of Saudi Arabia, Rabigh

January 19, 2014 to May 15, 2018

* Encoding of daily BTS (Borrower's Tools Slip) issuance.
* Responsible for encoding of Material gate pass.
* Monitoring and updating the Calibration Status of precision tools & rigging tackle (ABS & TUV).
* Record keeping such as invoice, delivery notes, third party certificates, material gate passes and inventory.
* Preparation of tools and documents based on tools loading prior to mobilization to projects.
* Tools certification monitoring.
* Issuance and receiving of various tools. (i.e. precision tools, major construction tools, mechanical tools, etc).
* Proper maintenance of tools.
* Conduct inventory on tools deployed at site.
* Maintenance of tool room, orderliness and cleanliness.
* Prepares and submit monthly tools inventory report as per policy and procedure.
* Attending incoming and outgoing calls.

**(Storekeeper)**

Kingdom of Saudi Arabia, Yanbu

November 29, 2013 to January 18, 2014

* Encoding of daily BTS (Borrower's Tools Slip) issuance.
* Monitoring and updating the Calibration Status of precision tools & rigging tackle (ABS & TUV).
* Preparation of tools and documents based on tools loading prior to mobilization to projects.
* Tools certification monitoring.
* Issuance and receiving of various tools. (i.e. precision tools, major construction tools, mechanical tools, etc).
* Proper maintenance of tools.
* Conduct inventory on tools deployed at site.
* Maintenance of tool room, orderliness and cleanliness.

**(Data Encoder)**

Kingdom of Saudi Arabia, Yanbu

February 27 2012, 2013 to October 29, 2013

* Daily BTS (borrower's tool slip) encoding.
* Conduct monthly tools inventory.
* Monitoring and updating the calibration status of precision tools.
* Updates of daily tools issuance thru system.
* Identifies and quantifies tools and equipment utilization.
* Issuance and receiving of tools (i.e. precision tools, major construction tools, mechanical tools, etc.)
* Record keeping such as third party certificates and inventory.

**Education**

**Tertiary**:

Bachelor of Science in Marine Transportation

Corpus Christi Village, Iligan City

2002 – 2012

**Secondary**:

Iligan City East High School

Sta. Felomina, Iligan City

1998 - 2002

**Elementary**:

North East I Central School

Sta. Felomina, Iligan City

1995 – 1998

**Vocational:**

Data Encoder

ICLLC - SCALA

Iligan City

2007

Pipe Fitting and Rigging Techniques

Alternative Learning System

Tubod, Iligan City

**Training and Seminar**

* H2s Awareness program
* Working at Height
* Lock out, Tag out (LOTO)
* Confined space entry
* Confined space entry attendant
* PPE awareness
* Lock out, Tag out, Try out (LOTOTO) *(Lafarge)*