

SALVICK DAVOCOL MALAYBALAY

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CAREER OBJECTIVE Experienced Quality Assurance Officer looking to leverage proven skills and acquired knowledge of food handling and safety, food preparation and sanitary practices into an entry-level position to further the fast-paced food industry.

PERSONAL INFORMATION

Date of Birth: 18th April 1991

Nationality: Filipino

Height: 161.5 cm

Age: 29 years old

Marital Status: Single

Weight: 53 kg

QUALIFICATIONS

- Profound knowledge on food handling and preparation
- Familiarity with principles of cGMP, HACCP, SSOP and QMS
- Strong experience on Food Sanitation and Safety
- Worked in a fast-paced environment involving handling of different stations in manufacturing plant
- Initiated tasks and help when scheduled duties were completed
- Maintained clean, organized and sanitized work areas, utensils and equipment
- Strictly followed First In First Out (FIFO) and First Expiry First Out (FEFO) on all raw materials for safe food preparation

EXPERIENCES

TSB Enterprises, Inc. – Quality Assurance Officer

July 2016 – April 2018

- Assisted in food preparation processes
- Conducted inventory checks to maintain updated stocks and database
- Inspected food products for optimum temperature requirements, presentation and quality (Receiving and Dispatching)
- Conducted micro analysis and swabbing techniques using 3M Petrifilms
- Ensured every workers and areas are following proper food handling and storage practices
- Prepares Certificates of Analysis and other documents needed for the finished goods

Intertek Testing Services Philippines Incorporated – Export Consultant

July 2018 – Dec. 2018

- Assessed regulatory status of products and/ or applicable standards CVG/ AIR and HS Codes
- Review test reports and necessary documents for certification process
- Indexing and recording Trade Documents for exportation and importation

Goldshine Pharmaceuticals Incorporated – QA/ QC Specialist

May 2019 – January 2020

- Ensure 5S is implemented in the work areas through checklists
- Conducts GMP checking workers and areas before and after production
- Conducts in-line monitoring of products and sensory evaluation of mixing processes of WIP
- Inspects packaging and weight monitoring of in-line and finished goods

Ajinomoto Philippines Corporation – Jr. Specialist – Quality Management System

January 2020 - current

- Supports Factories and Toll compliance to Non-Conformities Guidelines and handles verification activities
- Supports and ensures Traceability for Factories and Tolls are conducted and updated regularly
- Support other departments in improvement of Supplier's Audit Activity particularly in the "new normal"
- Establish guidelines and system for traceability for improvement of processes in factories and tolls

EDUCATIONAL BACKGROUND

UNIVERSITY OF THE PHILIPPINES LOS BAÑOS (PHILIPPINES)

2008 - 2015

Degree: Bachelor of Science in Food Technology

SPIRIT OF JOY SCHOOL (PHILIPPINES)

1998 - 2008

Primary and Secondary School

SEMINAR/ TRAINING ATTENDED

- cGMP Training Course (with certificate)
- SGS – JFC Suppliers Quality Learning Series (SGS Philippines)

April 26 - 28, 2017

August 2016

SKILLS

- Computer Skills: MS Excel, Powerpoint and Outlook
- cGMP trained
- Knowledgeable in Food Safety
- HACCP, QMS and SSOP Awareness
- Typing: 40 above words/ min

STRENGTHS

- Can work well individually and as a team
- Dedicated and hardworking
- Willing to render overtime
- Works well under pressure
- Highly motivated to learn new knowledge and skills
- Can multitask

REFERENCES

Marife Lawas

QA/ QC Head

Goldshine Pharmaceuticals, Inc.

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