



## Neil Edward F. Canonizado

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### CAREER OBJECTIVE

To work in an environment related in my field that provides professional growth and self enhancement. To be able to utilize and develop my knowledge with the task assigned to me and to be a contributory asset to the attainment of the company's success.

### PERSONAL INFORMATION

Age : 25  
Date of Birth : January 27, 1994  
Place of Birth : San Juan, M.M.  
Civil Status : Single  
Citizenship : Filipino  
Religion : Roman Catholic

### ACHIEVEMENTS / AWARDS

- **Champ of the Month – Exemplary performance at the workplace.**
  - April 2019
  - April 2018
  - March 2017
  - December 2016
  - February 2016
- **Going the Extra Mile – Extra-ordinary contribution beyond standard expectations.**
  - January 2016
- Visited CSO in Melbourne for training & additional process knowledge which will be imparted to MNL Team.

### WORKING EXPERIENCE

#### Maersk Global Service Centres (Phils.) Ltd.

Senior Process Expert / Group Lead – Class – Compile Manila (Customs House Brokerage – Australia) | April 2019—Present

- Investigates issues raised by stake holders.
- Trains New Hires in the Team (Class – Compile Task)
- Designates task and Strategizes techniques for work load utilization.
- Participates in Department Huddles / Conference Calls in the absence of the Team Leader.
- Updates/Ensures that shipment and vessel information, insurance, freight and pick – up charges are properly updated in preparation for customs clearance.
- Manually classifies goods and provide the equivalent tariff to get the intended customs duties.
- Facilitates Team/Group Meetings & Process Gembas for visitors.
- Process Expert | January 2017—March 2019
- Senior Process Associate | April 2016—December 2016
- Process Associate | May 2014—March 2016
  - Pioneered the Customs House Brokerage Team.

### CHARACTER REFERENCES

**Engr. Nabor Gaviola | President – Transport and Traffic Planners Inc.**  
College Instructor / 0917-563-8145

**Serr Abeneil Penales | Logistics Manager - Syngenta**  
Former Manager / 0917-541-3789

### EDUCATIONAL BACKGROUND

**TERTIARY:** 2010-2014  
Bachelor in Transportation Management  
**Polytechnic University of the Philippines**  
Sta. Mesa, Manila

**SECONDARY:** 2006-2010  
**Rizal Technological University**  
704 Boni Ave Cor Sacrepante, Mandaluyong

**ELEMENTARY:** 2000-2006  
**Doña Pilar C. Gonzaga Elementary School**  
M. Gonzaga, Mandaluyong

### TRAININGS COMPLETED

**Presentation Skills – 19/07/2019**  
Maersk Global Service Centres, Pasig City

**Essential Facilitation Skills – 16/11/2018**  
Maersk Global Service Centres, Pasig City

**Write Right (Email Writing) - 27/04/2018**  
Maersk Global Service Centres, Pasig City

**Effective Decision Making – 12/02/2018**  
Maersk Global Service Centres, Pasig City

**Real Conversations (Verbal Communication) – 06/06/2017**  
Maersk Global Service Centres, Pasig City

**Meeting Matters (Business Meetings) – 14/06/2016**  
Maersk Global Service Centres, Pasig City

**Lean Six Sigma White Belt Workshop – 10/09/2015**  
Maersk Global Service Centres, Pasig City

### SKILLS

- Open to new ideas
- Cheerful and optimistic
- Capable of working independently as well as a part of a team
- Have good communication skills
- Highly motivated
- Works with excellence
- Cooperative
- Takes passion in learning

*I hereby certify that all foregoing information in this report is true, correct and complete to the best of my knowledge.*

**NEIL EDWARD F. CANONIZADO**

