JEFFREY S. MADIZ

Butansapa, Mogpog, Marinduque
Philippines

Mahabang Parang, Angono, Rizal
Philippines

Cellphone nos. : +639987361708

Personal Data

Place of birth : Quezon City, Philippines
Date of birth : November 12, 1975
Sex   : Male
Civil status : Married
Religion   : Roman catholic
Height   : 5'5"
Citizenship : Filipino
Skills   : Office equipment maintenance and repair
                    Low voltage electronics and electrical circuit
                    Familiar with pc assembly, troubleshooting and formatting
                    PC hardware and software installation
                    Familiar with sound system set up and troubleshooting

Educational Attainment

College   : International Electronics & Technical Institute, Inc.
                     Makati City, Philippines
Course   : Electronic Systems Technician
                    (1992 - 1994)

High school : Southern Rizal Institute
                    Pateros, Metro Manila, Philippines
                    (1988 - 1992)

Elementary   : Sto. Rosario Elementary School
                    Pateros, Metro Manila, Philippines
                    (1982 - 1988)

Training & Seminar

PinoyWish Foundation
AIC Burgundy Empire Tower, ADB Ave. Ortigas Center, Pasig City
Caregiver / Personal Support Worker (PSW)
January 05, 2019 - June 01, 2019 (Saturday session)

Employment Record

Rawand Trading Establishment
Riyadh, Saudi Arabia
Assigned : Workshop & Field service
        King Saud University (**K.S.U**) boys and girls campus
Photocopier Technician
(February 19, 2017 - August 14, 2017)
Service and maintenance of office equipments such as photocopier machine, fax machine and printer.
Troubleshooting and repair, Replacement of parts and consumables.
Attend the service calls.
Conduct preventive maintenance (PM) and meter reading as per monthly schedule.

SRACO
Dammam, Saudi Arabia
Assigned : Electronics Technical Department
        King Khalid Hospital Najran
        Najran, Saudi Arabia
Photocopier Technician
(September 24, 2014 - September 24, 2016)
Service and maintenance of office equipments such as photocopier machine, fax machine and paper shredder.
Work and assist with other electronic equipments inside the hospital.
Troubleshooting and repair, Attend and perform the job order or job card.
Conduct preventive maintenance (PM) as per monthly schedule.

Al Riyadh Company for Maintenance & Operation Ltd.
Riyadh, Saudi Arabia
Assigned : Head Office & Sports Club Site
Electronics / Photocopier Technician
(November 2006 - November 2012)
Service and maintenance of the company owned office equipments and pc hardwares.
Site electronic equipments such as Fire alarm systems, Fault alarm annunciator panels, Audio amplifiers and Public address systems, Telephone systems (pabx), Centralize Paging systems, Football scoreboard, Multi game scoreboard, Audio/Video, Projector and motorized projector screen, Master clock, Uninterrupted power supply (ups), Irrigation control systems, Emergency and exit lights, Power supplies and chargers. Troubleshooting and repair of low voltage electronics and electrical circuit. Perform job order.
Conduct predictive periodic maintenance (PPM) as per schedule.

Khalil El-Ajou Tech. Corp.
Riyadh, Saudi Arabia
Assigned : Workshop & Field Service
Photocopier Technician
(March 2003 - March 2005)
Service, repair and maintenance of various brand of office equipment such as photocopier, printer, fax machine, electronic typewriter.
Troubleshooting, Replacement of parts and consumables.
Attend on call and schedule.
Conduct preventive maintenance (PM) as per monthly schedule.

Canon Marketing Philippines Inc.
Makati City, Philippines
Assigned : Workshop, Field & Provincial Service, Installation Service,
        In-house Technician
Canon Copier Technician
(July 1994 - March 2000)
Service, repair, installation and maintenance of canon photocopier machine.
Troubleshooting, Replacement of parts and consumables.
Attend on call or emergency call and schedule.
Conduct preventive maintenance (PM) and meter reading as per monthly schedule.