

# Oliver V. Bermudez

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## OBJECTIVE:

A material handler position with the opportunity to utilize skills and experience.

## SUMMARY OF SKILLS OR HIGHLIGHTS OF QUALIFICATIOS:

- Strong working knowledge of computers
- Very organized and structured in doing tasks
- Can handle more than one task at a time
- Work well under pressure
- Hardworking and good work ethic.
- Can set priorities

## WORK EXPERIENCE:

North Rotek Corporation

June 29, 2020 – Present

**Rider / Branch assistant**

Baliuag, Bulacan PH

- Loading ,transporting and delivering items to clients or businesses in a safe; timely manner.
- Reviewing orders before and after delivery to ensure that orders are complete,the charges are correct and the customer is satisfied.
- Assisting with loading and unloading items from vehicles
- Inventory and encoding of delivered items

Alpha Vision Cable Corp.

Sep. 21, 2009 – Jan. 31, 2020

**Company Collector**

Bustos, Bulacan PH



- Collecting monthly payments from subscribers
- Recovers overdue payments on accounts
- Track debtors down by phone or mail and assist them to make payments by negotiating repayment plans, and encouraging them to find alternative payment solutions

Promark Marketing Services

July 21, 2005 – March 8, 2008

**Asst. Warehouseman**

Pulilan, Bulacan PH

- Receiving and processing incoming stocks and materials, picking and filling orders, or managing, organizing and retrieving stocks and other
- Organize the storage and distributions of goods
- Ensure that the right products are delivered to the right location on time and at a good cost
- Monitoring the flow of goods
- Inventory and encoding of delivered items

## EDUCATION:

St. Augustine College -Main Campus

March 1998

**Secondary Education**

Baliuag, Bulacan PH

St. Augustine College-Annex Campus

March 1994

**Primary Education**

Baliuag, Bulacan PH

REFERENCES AVAILABLE UPON REQUEST





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