



OLIVER BARANDA SOMONTAN

Clerical Staff / IT Staff

EXPERIENCE

Asan City, South Korea
January 2016 - November 2020

Machine Operator

(JU) YMC Co. Ltd.

Duties and Responsibilities

Set up machines (calibration, cleaning etc.) to start a production cycle
Control and adjust machine settings (e.g. speed)
Feed raw material or parts to semi-automated machines
Inspect parts with precision and measuring tools
Test operation of machines periodically
Fix issues that might occur during the shift
Check output to spot any machine-related mistakes or flaws
Keep records of approved and defective units or final products
Maintain activity logs

Northern Mindanao, Philippines
May 2000 - January 2003

Area Sales Coordinator

Novartis Philippines/Masterfoods

Duties and Responsibilities

Taking the lead on organizing resources to create high-quality sales presentations
Ensuring the inventory of sales presentation materials are up-to-date, including brochures and presentation slides
Acting as the primary contact for clients who have questions about accounts or products
Hiring and training sales staff and assuring that each member of the sales team meets its quotas and goals
Inputting orders and confirming they are accurate and delivered on time

Email: mrblackbonnet@gmail.com
Address: Bousher St. Alkhuair Muscat, Oman PC 133
Phone: +96892918240
Date of birth: 03-11-1979
Nationality: Philippine

OBJECTIVE

Seeking a challenging position to work in any environment where I can show my workability with good analytical, and strong technical skills.

Asan City, South Korea
March 2011 - July 2015

Production Staff

(JU) YMC Co. Ltd.

Duties and Responsibilities

Feed raw materials into machinery
Assemble goods on production lines
Monitor the production process
Carry out basic quality and testing checks
Store goods and raw materials properly in our warehouse
Use lifting equipment and forklift trucks to fulfill orders
Pack goods for shipping
Maintain equipment and work areas

Cagayan de Oro, Philippines
July 1998 - April 2000

Merchandiser

Plaza Fair Incorporated

Duties and Responsibilities

Collaborating with suppliers, manufacturers, and retailers to ensure proper execution of merchandising plans
Ensuring retailer compliance with merchandising strategies
Creating and organizing promotions and advertising campaigns
Maintaining inventory of products
Gathering information on market trends and customers reactions to products

Making an organizations products and services as attractive as possible to potential customers

Analyzing sales data - reporting growth, expansion, and change in markets

Cagayan de Oro City
June 1999 - January 2000

Data Encoder / Assistance Clerk (OJT)

Negros Navigation Shipping Lines Inc.

Encoding and Printing Passenger Manifest
Encoding and Printing Bill of Loading Manifest

EDUCATION

Cagayan de Oro, Philippines
June 1998 - April 2004

Associate in Computer Science and Technology

Asian College of Science And Technology (ACSAT)

Graduated

SKILLS

- Machine Operation, Computer Operation (Software/Hardware),
- Sales/Merchandising
- Computer Repair/Troubleshooting
- Encoding/knowledge in Microsoft Office

LANGUAGES

English, Korean
Advanced. TOPIK
KOREAN LANGUAGES
TEST LEVEL 1
Certificate

ACHIEVEMENTS

- Re-organized something to make it work better
- Identified a problem and solved it
- Come up with a new idea that improved things
- Developed or implemented new procedures or systems
- Worked on special projects
- Received awards
- Been complimented by your supervisor or co-workers
- Increased revenue or sales for the company
- Saved money for the company
- Saved time for the company
- Contributed to good customer service

REFERENCES

Mr. Han Sook You

HRD Manager

(JU) YMC Co. LTD

Email add: hskyoo@ymc-inc.com

Contact #: +821073340881

Mr. Park Young Hwan

Department Supervisor

(JU) YMC Co. LTD

Contact #: +821086070907

Mr. Park Young See

HDR Supervisor

(JU) YMC.Co. LTD

Contact #: +821051944686

Mr. Khazar Abdullah Ibrahim Al Balushi

Admin Clerk

ASSARAIN GROUP OF COMPANY

Email add: ho-admin@-assarain.com

Contact #: +96824604811