

# JAYSON CARLVIN RAMONES RELOX

#23 Padilla St. Purok 6-B, Lower Bicutan, Taguig City  
0956-6606-459 / 0919-4146-181



**Career Objective:** *To be part of your reputable company where I can apply my knowledge in the actual field of engineering and technology practices and to be part of your successes in the industry.*

## EDUCATIONAL ATTAINMENT

Tertiary	<b>ELECTROMECHANICAL ENGINEERING TECHNOLOGY</b> Technological University of the Philippines-Taguig Western Bicutan Taguig City	2005 - 2008
	<b>ELECTRICAL INSTALLATION AND MAINTENANCE NCII</b> Taguig Manpower Training Center Tuktukan Taguig City	May – July 2012
	<b>BASIC ELECTRICITY AND MOTOR CONTROLS NCII</b> MFI Foundation Inc. Meralco Ave. Ortigas Centre Pasig City	March – May 2014
	<b>BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING</b> Technological University of the Philippines-Taguig Western Bicutan Taguig City	May 2016 – July 2019
Secondary	<b>Eveland Christian College</b> San Mateo, Isabela	2001 - 2005
Elementary	<b>Estrella Elementary School</b> Estrella, San Mateo, Isabela	1996 - 2001

## EMPLOYMENT HISTORY

**JONES LLANG LASALLE INC**  
September 10,2018 – October 31,2019

### FACILITIES COORDINATOR

- Supervised facilities concern and all equipment. Prepare monthly utilities report. Responsible for the facilities preventive maintenance coordination and monitoring. Coordinates to all vendors and contractors.

**FPD ASIA PROPERTY SERVICES INC.**  
*(FORMERLY FPD SAVILLES Inc.)*  
April 4, 2011 – August 2, 2018

### Profile:

Fpd Asia Property Services Inc. is committed to provide and sustain high quality property and facilities management services to its present and future client. The objective of the company is to be the premier property services company in the Philippines that provides customer oriented, cost effective and quality and excellent service in accordance with International Standard to our clientele.

Position: **Technical Service Coordinator (APRIL 4 2011 - JANUARY 2016)**

**FIELD: Engineering Services Division**

**Job Description:**

Responsible for the preparation of monthly reports for the department. Responsible for the preparation of Action team 24/7 personnel for daily activities. Received all client concern and recommend for remedy. Received emergency call from all projects 24/7. Prepare for technical report based on findings and prepare quotations and costing estimate. Responsible for the billing preparation and collections. Responsible for the deployment of relief pool manpower for the projects. Monitor weekly reports and daily activities of all engineering personnel.

**Position: Technical Account Service Engineer (JANUARY 2016 - AUGUST 2,2018)**

**FIELD: Project Operation Division**

**Job Description:**

Overall supervision of the engineering operations and support for all project handled. Analyze all related engineering problem and provide technical report and remedies. He provide cost estimates and proposal for every account.

**TSUKIDEN ELECTRONICS PHILS.INC**

*(FORMERLY Laguna Electronics Inc. 049-5413031)*

**Oct. 2,2008 – March 25 2011**

**Profile:**

Tsukiden Electronics Philippines Inc. is a full service contract electronic manufacturer, engaged in the manufacturing on high quality electronic assemblies, printed circuit boards, flexible printed circuit boards assemblies, industrial, telecommunication devices and computer peripherals

**Position: Supervised Industrial Training (OJT)- October 2,2007 – March 18,2008**

**FIELD: Total Preventive Maintenance Department**

**Job Description:**

Through the supervision of Technical Supervisor and Engineer, I conduct monthly total preventive maintenance of surface mounting technology (SMT) machine from line 1 to 20 and line A to G.

**Position: Technician 1 March 25,2008 – October,2010**

**FIELD: Chips on Flex Department**

**Job Description:**

Responsible for the preparation of all machines from the line, from tools and jigs, surface cream application, automated optical inspection machine, surface mounting machine, reflow machine and testing machine. Responsible for all calibration and repair of all tools and feeders. Responsible for quality product monitoring and sustenance of line production. Prepare machines for new product including programs for all machines.

**Position: Technician 2 October ,2010 – March 25,2011**

**FIELD: Chips on Flex Department**

**Job Description:**

Responsible for quality product monitoring and sustenance of line production. Prepare machines for new product including programs for all machines. Prepare reports for the improvement of quality product directly to the Engineer. Supervised maintenance and trouble shooting of machines. Maintain the quality and environmental policy of the company thru checking of monitoring checklist.

**TSUKIDEN ELETRONICS DONGGUAN INC. LTD.**

Chang-an City Dongguan Province, China

October 13-December 09 2010

Position: **Technician 2**

FIELD: **Technical Support Department**

**ACHIEVMENTS & TRAINING ATTENDED**

- **Scholar of Laguna Electronics Inc.**
- **Best Employee for year 2009 (level 1-6)**
- **Chemical and Safety Awareness Training Program (March 28,2008)**
- **8D Approach Training Program (February 10,2011)**
- **First Aide Seminar (Nov.25, 2011)**
- **Hazard Identification Risk Assessment and Control (January 17,2012)**
- **ISO 19001:2008 Quality Management System Certified Internal Auditor**
- **ISO 14001:2007 Environmental Management System Certified Internal Auditor**
- **OHSAS 18001:2008 Health and Safety Management System Certified Internal Auditor**
- **Business Intelligence IFCA Report (January 25,2012)**
- **Customer Service Workshop (Nov.25, 2011)**
- **Better Business Writing Workshop (May 14,2013)**
- **Accounting for Non-Accountants (September 26,2013)**

**PERSONAL INFORMATION**

Nationality:	Filipino
Marital Status:	Married
Prov. Residence:	Estrella, San Mateo, Isabela
Height:	165 cm
DOB:	February 4, 1989
Gender:	Male
Religion:	Christian

**SPECIAL SKILLS**

- **Computer Literate: Microsoft Word, Microsoft Excel, Power Point and Basic AutoCAD**
- **Electrical Wiring Installation.**
- **Interpret Motor Controls.**
- **Interpret Pneumatics and Electro-Pneumatics.**

**\*CHARATER REFERENCE IS GIVEN UPON REQUEST.**

I HEREBY CERTIFY that the above information is true and correct to the best of my knowledge and belief.

  
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JAYSON CARLWIN RELOX

