

# LEYNET GEL L. ESPIRITU

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*Competent, compassionate and committed Food Technologist with over nine years of successful experience in Quality Assurance and Control, Research Development and Documentation. With great background and experience in Food Manufacturing Industry, I am seeking a position in your company to share my knowledge through the application and utilization of acquired concepts, theories and skills with the aim of contributing to the growth of the company and the betterment of the society.*

## PERSONAL INFORMATION:

Date of Birth January 14, 1992  
Civil Status Single  
Religion Roman Catholic

- Responsible for the day-to-day operations of the QA Laboratory to ensure that products made conform to specifications.
- Orients and provides guidance to team members.

## EDUCATIONAL BACKGROUND:

### Tertiary Education

UNIVERSITY OF SANTO TOMAS  
Bachelor of Science in Food Technology  
2009 - 2013

### Quality Assurance/Quality Control Staff

Commonwealth Foods Incorporated  
June 2013 – July 2016a

- Conducts physico-chemical and microbiological analyses of raw materials and finished products.
- Sensory evaluation of the chocolates, cocoa powder drink, hard candies and dragees.
- Checks incoming packaging materials, raw materials and finished products for compliance of Company standards.
- Provide daily report of company products output and raw materials consumption.
- Inspection of in-line production.

## WORK EXPERIENCE:

### Research & Development Officer

Max's Group Inc.

October 21, 2019 – present

- Review and update technical documents.
- Maintain the integrity of working documents and update documentation when revised.
- Responsible for storage, cataloging and retrieval of documents.
- Responsible for document security, for assigning access.
- Others:
  - Raw Material Evaluation.
  - Creation of Product Information Sheet, Raw Material Specification Sheet and Memorandum.
  - Handles Processed Meat (Pork, Beef and Chicken) and Sauces Projects.

## SKILLS:

- ✓ Articulate in both oral and written communication in English and Filipino.
- ✓ Knowledgeable in basic computer applications and the use of internet.
- ✓ Knowledgeable in GMP and Food Safety.
- ✓ Highly motivated and has good analytical and problem solving skills.
- ✓ Can operate food manufacturing machineries.
- ✓ Can handle food laboratory equipments
- ✓ Can lift heavyweight objects (55 lbs. max)

### Research and Development Specialist

Commonwealth Foods Incorporated

April 2017 – October 12, 2019

- Responsible for the development of new products (Chocolate and Confectionaries)
- Makes adjustment and reformulation of existing products.
- Develops and implements research and development procedures and techniques.
- Provides recommendations based on findings.

## TRAININGS ATTENDED:

### Documentation of cGMP and SSOP

Philippine Trade Training Center-DTI  
May 10, 2019

### Understanding the Current Good Manufacturing Practices

Philippine Trade Training Center-DTI  
February 22, 2019

### Food Safety Training

#### Basic Microbiology, cGMP, HACCP and SSOP

Glenwood Technologies International Inc.  
November 08, 2018

### Quality Assurance/Quality Control Supervisor

Commonwealth Foods Incorporated

July 2016 – March 2017

- Reports to the President, Assistant to the EVP/CEO and Plant Manager.
- Responsible for the assurance of quality standards, cGMP compliance and product releases.