



# JASWINDER THANDI

APPLICANT

## ADDRESS

Block 10, Lot 5 Rocka Executive  
Village Balagtas, Bulacan

## CONTACT

 : 09156912039  
 : thandijaswinder19@gmail.com

## PERSONAL SKILLS

Microsoft Office Literate  
Adaptability  
Problem Solving  
Teamwork  
Planning and Collaboration  
Time Management  
Organized

## REFERENCE

Ramesis Oliver Cabungcal  
RMCAVAL Trading  
General Manager  
09566489447

Joachim Ann Corong  
Provincial Government of Bulacan  
Administrative Assistant  
09274375604

## ABOUT

I am a professional and passionate individual who takes accountability with my own actions at all times and a team player who does not only focuses on the objective but also support my associates.

## OBJECTIVE

To establish a career that will maximize my strengths and skills to contribute for the further advancement of the company; to fulfill my responsibilities in line with vision, mission and core values of the company.

## WORK EXPERIENCE

### JAN 2020 - JAN 2022

BRANCH MANAGER - RMCAVAL Trading

- Overseas the management and daily operations of the shop.
- Ensures all services level targets are met or exceeded.
- Monitors branch operation, ordering products, marketing and cash flow.
- Guarantees customer satisfaction in all areas.
- Generate on time reports and conduct intensive inventory monthly and annually.

### APR 2017 - MAY 2017

ASSISTANT DISPATCHER (OJT) - DNATA INC.

- Collaborated with on-site personnel, including maintenance and air traffic control, to resolve problems and facilitate seamless operation.
- Performed filing and enforced effective practices for documentation and reporting.

## EDUCATION

### PATTS COLLEGE OF AERONAUTICS

2013 - 2017| BS Air Transportation

### ST. PAUL COLLEGE OF BOCAUE

2009 - 2013| Secondary School