

ROWENA S. VENTURA

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OBJECTIVE:

To utilize all my resources and capabilities in upholding the dignity of my work and to always find a way of innovating things in order and to upgrade the quality of work assigned to me.

WORK EXPERIENCE:

Position: **Quality Preparation - Supplier Quality Management Supervisor**

Company: **Furukawa Automotive Systems Lima Phils. Inc.**

Address: **Blk. 2, Lot 3, Phase2A, JP Rizal Ave. Ext., LIMA Tech, Lipa City Batangas**

Date: **October 1, 2020 - Present**

Job Description / Duties and Responsibilities:

Reporting to QC Department Manager & Quality Preparation Manager

- Supervised Supplier Quality Management group associated in APQP, New Product/ Design Change (Parts), Inspection, and 2nd Party Audit.
- Supported Integrated Management System group in IMS Certification (IATF 16949, ISO 9001, ISO 14001, and ISO 45001), 1st/ 3rd Party Audit, Document Control, KPI/ Management Review Meeting, and Quality Control Circle.
- Supported Quality Assurance group - Mass Production and New Product/ Design Change (Wire Harness) and Quality Control group - Customer Claim, Improvement, and Dock Audit.
- Collaborated with cross-functional teams (APQP) in the development of new products or changes related to current products (Wire Harness) in meeting customer requirements.
- Managed and lead the 1st and 2nd party audit program in the company in accordance with the requirements of IATF 16949, ISO 9001, ISO 14001, and ISO 45001 Standard.
- Organized supplier quality and development (local and overseas for all direct products), supplier qualification audit, 4M change approval, and monthly performance reviews.
- Support the company and Supply chain organization components and supplier quality needs as assigned. Act as an active quality connection and the main point of contact between suppliers, supply chain operation, design engineering when quality problems exist that affect product quality.
- Developed direct key suppliers to meet quality targets and plans. Engage suppliers on a continual improvement and conduct follow-up onsite or remote evaluations to ensure actions were taken to improve process and quality objectives. Support suppliers to define process parameters and criteria to ensure statistical analysis of process potential (Ppk) and process capability (Cpk) to meet product and process requirements.
- Identified and executed needed preparations and activities for new product introduction and product transfer for quality inspection, quality system and supplier manufacturers.
- Assessed and approved (PPAP's) Production Part Approval Process package for new product introduction, design changes to existing products and/ or in support of analysis and engineering.
- Organized the effective and timely resolutions of customer, manufacturing and supplier issue using 8D methodology approach, and Core Tools.
- Managed the documentation of quality assurance/ control procedures and work instructions, manufacturing process instructions for quality management system.
- Performed as Audit Guide during Customer Audits and Certification Audits.
- Facilitated KPI, Management Review and Quality Meeting and Quality Control Circle and other company activities.
- Collaborated with different departments at all levels, internally and externally to the Company, to resolve quality/ process issues and ship the products on time, also in relation to Quality, Environmental, and Occupational Health & Safety matters.
- Participated in Quality and Environmental and Safety Patrol activities.

Position: **Quality Management - Integrated System Management Supervisor**

Company: **Furukawa Automotive Systems Lima Phils. Inc.**

Address: **Blk. 2, Lot 3, Phase2A, JP Rizal Ave. Ext., LIMA Tech, Lipa City Batangas**

Date: **March 2018 – October 1, 2020**

Job Description / Duties and Responsibilities:

Reporting to QC Department Manager & Quality Management Manager

- Supervise Integrated Management System group associated in IMS Certification (IATF 16949, ISO 9001, ISO 14001, and ISO 45001), 1st/ 2nd/ 3rd Party Audit, Document Control, KPI/ Management Review Meeting, and Quality Control Circle.
- Supported Quality Assurance group – Mass Production and New Product/ Design Change (Wire Harness) and Quality Control group – Customer Claim, Improvement, and Dock Audit.
- Managed and lead the 1st (System, Manufacturing Process, Product Audit) and 2nd party audit program in the company in accordance with the requirements of IATF 16949, ISO 9001, ISO 14001, and ISO 45001 Standard.
- Assisted Lead Auditor/ Team Leader in building internal auditing schedule and do audits as often as needed to monitor the effectiveness of the Quality, Environmental and Occupational Safety & Health Management System.
- Conducts Walk-Through System audit and reports to concerned dept. / sec found out non-conformities and recommendations to make corrective actions or perform improvement or revision in the existing policy or guidelines.
- Supervise checking on the effective implementation of the Quality, Environmental and Occupational Safety & Health Management System of the company.
- Managed the documentation of quality assurance/ control procedures and work instructions, manufacturing process instructions for quality management system.
- Performed as Audit Guide during Customer Audits and Certification Audits.
- Facilitated Management Review and Quality Meeting and Quality Control Circle and other company activities.
- Collaborated with different departments at all levels, internally and externally to the Company, to resolve quality/ process issues and ship the products on time, also in relation to Quality, Environmental, and Occupational Health & Safety matters.
- Participated in Quality and Environmental and Safety Patrol activities.

Position1: **Production Engineering – Mass Production, Preparation and Development Supervisor**

Date1: **September 2014 – March 2018**

Position2: **Production Engineer (Start-up)**

Date2: **May 2012 – September 2014**

Company: **Furukawa Automotive Systems Lima Phils. Inc.**

Address: **Blk. 2, Lot 3, Phase2A, JP Rizal Ave. Ext., LIMA Tech, Lipa City Batangas**

Job Description / Duties and Responsibilities:

Reporting to PE Division Manager, Department Manager, Final Assembly Mass Production, Preparation and Development (MPPD) Section Manager

- Supervised Production Engineering – Final Assembly – Mass Production, Preparation and Development (MPPD) associated in APQP, New Product, Design Change (Wire Harness), Production Events (Study-Design Stage-Equipment Verification-Repetitive Training-Mass Production), Process Design, CAD Development and Core Tools.
- Leads as APQP Project Manager in New Product Introduction and Design Changes from Study Event – Design Stage –Equipment Verification – Repetitive Training up to Mass Production.
- Provided Engineering support in manufacturing – Initial and Final Assembly processes.
- Manage and lead Process Design and Line Qualification of the Wire Harness Assembly Lines.
- Established manufacturing process documentations such as Process Design, Work Instructions, Standard Operations, Process Flows, FMEAs and Control Plans.
- Identified and executed needed preparations and activities for new product introduction and design changes.
- Updated and maintained essential manufacturing data such as BOMS, programs (FSIB/ ICAD), and other Position:

Position: **Data Technician (Data and Image Encoder)**

Company: **SPI Technologies Inc**

Address: **Carmelray 1, Calamba City, Laguna**

Date: **November 2010 – March 2012**

Job Description / Duties and Responsibilities:

- Performed data review and conversion and/or editing based on project requirements and specifications.
- Converts or edits files to SGML format.
- Proofreads the documents and if permissible (based on project) make necessary edits.
- Receives and reviews source documents through the CID (Check-in-Documents) process. Checks for completeness and legibility.
- Works with co-Data Technicians for the quality inspection.
- Publishes or moves up the file online once approved during the peer review.

Position: **On-the-job trainee**
 Company: **Phil. Long Distance Telephone Company**
 Address: **Calamba City, Laguna**
 Date: **November 2008 – February 2009**

Position: **Test Operator**
 Company: **AMI Semiconductor Phils. Inc.**
 Address: **Carmelray 1, Calamba City, Laguna**
 Date: **February 2008 – May 2008**

Position: **QC/ QA Inspector**
 Company: **NEC Toppan Circuit Solutions Inc., Phils.**
 Address: **LISP 1, Calamba City, Laguna**
 Date: **December 2005 – October 2007**

Position: **Wirebond operator**
 Company: **Philips Semiconductor Phils. Inc.**
 Address: **LISP 2, Cabuyao City, Laguna**
 Date: **August 2004 – February 2005**

TRAININGS:

Topics	Date of Training
Basic Occupational Safety and Health (BOSH) Training	February 14 ~ 18, 2022
Conducting Effective Internal Audit based on ISO 19011:2018 for OH&S Management System and ISO 45001:2018	September 30 ~ October 01, 2021
Risk Management based on ISO 31000:2018 for OH&S Management System and ISO 45001:2018	August 07, 2021
Understanding OH&SMS and ISO 45001:2018 Training	July 16 ~ 17, 2021
Conducting Effective 1st and 2nd Party Audit for Automotive Quality Management System and IATF 16949: 2016 (Refresher Course)	September 10 & 12, 2019
VDA 6.3 Process Audit	March 06 & 08, 2019
Philippine Environmental Laws Interpretation and Application	February 2019
Practical Environmental Aspect Determination	February 21, 2019
ISO 14001:2015 Awareness Training	October 08, 2018
Conducting Effective 1st and 2nd Party Audit based on ISO 19011:2011 for Integrated Management Systems, ISO 9001:2015, ISO 14001:2015, IATF 16949:2016	June 20 ~ 22, 2018
Risk Analysis using Failure Mode and Effects Analysis, Control Plan Development, Advanced Product Quality Planning, Production Part Approval Process, Basic Statistical Process Control, and Measurement System Analysis for Automotive Quality Management System and IATF 16949:2016	April ~ June 2018
Quality Control Circle Activity	March 26 ~ 28, 2018
Understanding Automotive Quality Management System and IATF 16949:2016	March 22 ~ 23, 2018
Understanding Quality Management System and ISO9001:2015	March 07, 2018

EDUCATIONAL ATTAINMENT:

College : **Bachelor of Science in Electronics and Communications Engineering**
University of Perpetual Help System Dalta – Calamba Campus
Calamba City, Laguna

2010 ~ 2011, 1999 ~ 2004 (Graduated)

Secondary : **Sta. Cecilia Catholic School**
Brgy. Canlubang, Calamba City, Laguna
1996 ~ 1999 (Graduated)
La Inmaculada Concepcion High School
Pasig City
1995 ~ 1996

Primary : **Holy Light Elementary School**
Pasig City
1989 ~ 1995 (Graduated)

PERSONAL BACKGROUND:

Birthday	:	June 06, 1983
Birthplace	:	Pasig City
Citizenship	:	Filipino
Religion	:	Catholic
Sex	:	Female
Civil Status	:	Single
Height	:	158 cm
Weight	:	66 kg.
Father	:	Ramoncito V. Ventura (Deceased)
Occupation	:	Government Employee
Mother	:	Rosita S. Ventura
Occupation	:	Housewife

SPECIAL SKILLS:

- Computer Literate (MS Word, Excel, PowerPoint, Access, and Internet)
- Knowledgeable in the assembly and disassembly of consumer electronics products and systems
- Can interpret analog and digital circuit diagrams.
- Knowledgeable in the basic use of measuring instruments (Vernier Caliper, Micrometer, Analog, and Digital Multimeter)
- Lead and Internal Auditor (ISO 9001:2015, IATF 16949:2016, ISO 14001:2015, ISO 45001:2018)
- Well literate in Microsoft Applications (MS Word, MS Excel, MS PowerPoint, MS Outlook, MS Teams)
- Knowledgeable in AutoCAD and can Interpret and Analyze Engineering Drawings
- Knowledge in PDCA, 7QC Tools, 8D, Problem Solving, Automotive Core Tools (FMEA, CP, APQP, PPAP, SPC, MSA), Work Instruction, Risk Management, Environmental Aspect/ Impact, HIRADC
- Document Controller
- Safety Officer 2

CHARACTER REFERENCES maybe available upon request.

I hereby certify that the facts contained in the resume are true and correct to the best of my knowledge.

ROWENA S. VENTURA