

RUDOLPH PAUL "RODEL" ACABADO

FORKLIFT OPERATIONS / LOGISTICS

CONTACT ● EXPERIENCE

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Quezon City, Metro Manila, National Capital address
Region 1102

CAREER OBJECTIVE ●

Dedicated worker/professional with excellent communication, time management and computer skills.

Aiming to leverage my abilities to successfully fill the vacancy at your company. Frequently praised as hardworking by my peers, I can be relied upon to help your company achieve its goals.

Adaptable professional with 7 years & 9 months of work experience and a proven knowledge of logistics operations, fleet management, freight consolidation. Aiming to leverage my abilities to successfully fill Forklift Operations role at your company.

EDUCATION ●

October 1991

Bachelor Of Science (B.S.) In Mechanical Engineering

Technological Institute Of The Philippines, Quezon City,
Metro Manila, NCR

March 1985

High School Diploma

Immaculate Conception Parish School, Quezon City, Metro
Manila, NCR

December 2017 - October 2018

Forklift Operations / Logistics

Agilex, Quezon City, Metro Manila, NCR

- Can develop, and implement warehouse safety and security programs and activities.
- Established and monitored specific supply chain-based performance measurement systems.
- Coordinated warehouse activities, records control
- Resolved escalations concerning transportation, logistics systems, imports and exports and customer issues.
- Collaborate activities with workers engaged in receiving, storing, testing and shipping products and materials with the use of

October 2002 - July 2007

Taxi Cab Driver

Sta. Monica Transport Services, Quezon City, Metro
Manila, NCR

February 1999 - May 2002

Forklift Operations/ Logistics

Viva Video Inc Phils, Quezon City, Metro Manila, NCR

- Developed and documented standard and emergency operating procedures for receiving, handling, storing, shipping and salvaging products and materials.
- Monitored inventory levels of products and materials in warehouses.
- Examined invoices and shipping manifested for conformity to tariff and customs regulations.
- Transported materials and equipment to production work stations.
- Prevented shortages by updating material counts and placed orders for new materials.
- Inspected machinery for signs of corrosion and damage and performed routine calibrations.
- Placed and arranged items and packages on pallets for transport.

November 1994 - February 1997

Forklift Operations / Logistics

Integrated Micro Electronics incorporation, Biñan City,
Sta. Rosa, Laguna Region IV

- Identified workplace safety hazards and reported findings to supervisors.
- Utilized scanners and databases to track moving packages and deliveries.
- Placed and arranged items and packages on pallets for transport.
- Prevented shortages by updating material counts and placed orders for new materials.
- Transported materials and equipment to production work stations.
- Reported damaged and misplaced items to supervisors and took steps to avoid further complications.
- Labeled and packaged merchandise for shipping and storage.

February 1993 - September 1994

Logistics / Procurement

Dae Ryung Industrial Inc., Cavite City, Rosario, Cavite,
Region IV

- Examined invoices and shipping manifested for conformity to tariff and customs regulations.
- Established and monitored specific supply chain-based performance measurement systems.
- Maintained metrics, reports, process documentation, customer service logs, and training and safety records.
- Monitored inventory levels of products and materials in warehouses.
- Coordinated warehouse activities, records control, and purchasing.

LANGUAGES

- **English**
Fluent
Convergys (now called Concentrix)

ADDITIONAL SKILLS

- Warehouse Management Systems
- Storage and Stacking
- Teamwork and Collaboration
- PPE Compliance
- Verbal and Written Communication
- Delivery Information Verification

- Loading and Unloading
- Forklift Operator Certification
- Inventory Counts
- Materials Handling and Transport
- Spreadsheet Tracking
- Dock Operations
- Recordkeeping Accuracy
- Daily Log Updates
- Battery Recharging
- Accuracy and Efficiency in Documentation
- Logistics and Supply Chain Support
- Customer Satisfaction
- Computer Terminal Operations
- Belt Conveyors
- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel
- Microsoft Outlook
- Skype
- Strong Communication and Interpersonal Skills

CERTIFICATIONS

- Heavy Equipment Operation Forklift NC (II)
- Professional Driver's License NO2-91-159169

EQUIPMENT EXPERIENCES

Class I: Electric motor rider trucks

Lift Code 5: Counterbalanced Rider, Cushion Tires, Sit Down. HYUNDAI

Lift Code 6: Counterbalanced Rider, Pneumatic or Either Type Tire, Sit Down. HYUNDAI

Class III: Electric motor hand trucks or hand/rider trucks

Lift Code 8: Low Lift Walkie/Rider

Pallet and End Control.

Class IV: Internal combustion engine trucks (solid/cushion tires)

Lift Code 3: Fork, Counterbalanced (Cushion Tire).