



ORLY TORREVILLAS

OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

WORK EXPERIENCE

Housekeeping Aid 2019 - 2022
Wipro Company

- Sweep mop wash and polish floor.
- Vacuuming carpeting area rugs draperies and upholstered furniture.
- Clean disinfect and polish kitchen and bathrooms fixtures and appliances.
- Handles and report lost and found items.
- Pick up debris and empty trash containers.
- Wash windows walls and ceiling.

Asphalt Labourer 2016 - 2018
Jubycor Construction Corp.

- Cleaning the roads, pathways of the ways and debris.
- Pouring and setting asphalt on the roads.
- Smoothing and surfacing the roads and pathways after pouring asphalt.
- Sweeping and lining the roads.
- Assisting in offloading the truck.
- Gathering hand tools required for the work.
- Measuring the paving area.
- Directing traffick to avoid disturbing asphalt work.
- Guiding the tractor and screed operator.
- Arranging water to the rollers.
- Cleaning the power broom and compaction machine.
- Cleaning the area of all equipment and machinery upon work completion.

Delivery helper 2016 - 2016
First Global Packaging Corporation

- Delivery various items to different address as assigned.
- Stick to a schedule and time-bound on the job.
- Follow the prescribed routes most convenient for delivery.
- Load and unload the vehicle as needed.
- Inspect, operate and maintain vehicle and its cleanliness.
- Collect payments whenever necessary.
- Ensure the customer receive the package.
- Maintain a log of all deliveries and related information for reference and confirmation.
- Follow road safety rules and regulations.

FACTORY WORKER 2011 - 2016
HCCH ENTERPRISE

- Following health and safety standards.
- Maintenaning a clean work station and production area.
- Assembling products and parts.
- Following production guidelines and insfication.
- Finalizing and packaging products for shipment.
- Operating and maintening machinery and production target.
- Monitoring the assembly line and removing faulty products.
- Working on the production line and meeting production target.
- Reporting any issues to the supervisor on duty.
- Performing others task as assigned.

CONTACT

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SKILLS

- An efficient and Fast Learner Person
- Willing to be trained and work under time pressure
- Can easily adjust to environment as well as to acquaintances
- Patient enough to perform task effectively
- Willing to accept more than the required workload if necessary

EDUCATION

VOCATIONAL

QMCM TRAINING CENTER

HOUSEKEEPING

S.Y. 2021

SECONDARY

G.I.S.R.SR.MEMERIAL NATIONAL HIGH

SCHOOL

S.Y. 2005 to 2009

PRIMARY

BATINO ELEMENTARY SCHOOL

S.Y. 1999 to 2005