



# REYNALDO E. BRILLANTES

Indang Cavite, Phillipines

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## OBJECTIVES:

A self-motivated and dedicated worker who approaches task as a challenge. To be a part of company that indulges personal growth which provides challenging and rewarding career while allowing me to utilize my knowledge and skills.

## WORK EXPERIENCE:

- SALES UTILITY CLERK / OFFICER IN CHARGE VAULT January 17 - Present  
Watson Pharmacy  
Brgy. San Agustin, Trece Martires
  - Maintains efficient and effective customer service at all times
  - Acknowledges the presence of customers, listens and pays attention to their needs
  - Attends to customer complaints with eagerness and understanding
  - Responsible for receiving cash in containers for hand over to the bank tellers to ensure cash is secured and packed into vault if necessary for overnight storage
  - Maintain customer vault balances in an accurate manner. Maintain and manage customer files related to vault balances
  
- ENDLINE PACKAGING July 2016 – January 2017  
Pure Foods Hormel Corporation  
General Trias Cavite
  - Prepare finished products for packaging and shipment
  - They do so by checking that the items they need to pack are present before wrapping them securely according to company standards or requirements, then loading up the goods on pallets ready for shipping
  
- OVERHEAD CRANE OPERATOR February 2015 – July 2016  
Sonic Steel Industries International Corporation  
Hugo Peres, Trece Martires Cavite
  - Responsible for lifting and moving materials around a construction site as safely and efficiently as possible
  - Practically-minded, with an understanding of how to drive and maintain heavy machinery

- Generally work outside for construction companies or inside for warehouses
- Responsible for operating overhead cranes using remote-controlled equipment to transport goods

➤ ENDLINE PACKAGING June 2012 – January 2015

Pure Foods Hormel Corporation

General Trias Cavite

- Prepare finished products for packaging and shipment
- They do so by checking that the items they need to pack are present before wrapping them securely according to company standards or requirements, then loading up the goods on pallets ready for shipping

➤ PRODUCTION OPERATOR October 2011 – March 2012

House Technologies Industries PTE, LTD

Rosario Cavite

- Handle and maintain manufacturing equipment
- Working on assembly lines perform tasks like assembling products, maintaining workstations clean, cleaning equipment, tagging products, preparing goods for shipment, and following safety guidelines
- Inspecting the efficiency and durability of equipment and making repairs or replacement when necessary

➤ PRODUCTION OPERATOR May 2010 – October 2011

United Steel Technology International Corporation

Brgy. Aguado, Trece Martires Cavite

- Handle and maintain manufacturing equipment
- Working on assembly lines perform tasks like assembling products, maintaining workstations clean, cleaning equipment, tagging products, preparing goods for shipment, and following safety guidelines
- Inspecting the efficiency and durability of equipment and making repairs or replacement when necessary

➤ PRODUCTION OPERATOR September 2009 – March 2010

Omni Logistics Corporation

LIIP Sta. Rosa Laguna

- Performing regular maintenance to meet production quality expectations
- Feeding raw materials into machines
- Inspecting the efficiency and durability of equipment and making repairs or replacement when necessary

➤ WAREHOUSE STAFF

February 2009 – July

2009

Sony Service Centre

Edsa Balintawak Manila

- Completes shipments by processing and loading orders
- Prepares orders by processing requests and supply orders; pulling materials; packing boxes; placing orders in delivery area

**SKILLS & QUALIFICATIONS:**

- Ability to strictly follow processes and procedures
- Fast Learner and willing to learn
- Focused and Dedicated
- Understand the health and safety regulation and work accordingly
- Able to work in shifts and weekends
- Great physical viability and endurance at all the assigned job undertakings
- Clean and healthy medical history
- Physical strength and fitness (Clean medical history)
- Ability to work for long hours

**ACADEMIC BACKGROUND:**

- **AUTOMATIC COMPUTER AIDED DESIGNING (AUTOCAD) | 2015**
- **COMPUTER SYSTEM LITERACY (C.S.L) | March 2014**
- **ADVANCE COMPETENCIES TECHNOLOGICAL MANPOWER ACADEMY (ACTMA)**  
Dasmariñas Bayan Campus
- **HIGH SCHOOL DIPLOMA | Zamboanga City High School Main | 2001 – 2005**
- **PRIMARY**  
Talon Talon Elementary School | 1996 – 2001

**PERSONAL INFORMATION:**

- Date of Birth : July 31, 1988
- Birth Place : Zamboanga City
- Age : 34
- Gender : Male
- Height : 5'7"
- Citizenship : Filipino
- Civil Status : Married
- Language : English, Tagalog