

Arnel Balingit

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Professional Summary

Qualified warehouse associate with over 7 years of experience. Eager to join Any company or Any field of the Job. to deliver top KPIs and impeccable organizational skills. As a warehouse associate achieved picking-packing speeds and efficiency in top. Quality-oriented worker recognized by peers for my effective inventory skills, Time - Management. Looking to apply my understanding in warehouse or any JOB.

Employment History

Mar. 2009 - May 2009

Manila, Philippines

Service Crew / Kitchen Crew / Fry Man, Jolibee Food Corp.

Handles approximately 50 - 100 food preparation a day. Assists in weekly inventory and stock rotation of kitchen and food supplies. Cleans and maintains food service equipment. Provide excellent customer service.

Accepting orders from the wait staff and preparing meals based on client preferences. Ensuring a high level of order and cleanliness

Aug. 2016 - Dec. 2016

Manila, Philippines

Forward Stock Clerk, SM Mart Inc, Harrison

Unloading the delivered merchandise, Look for possible damages of boxes and report immediatley, document every delivered merchandise using microsoft excel,Spreadsheet etc.

Jan. 2017 - Present

Manila, Philippines

Warehouse Stock Clerk, SM Mart Inc, Araneta City, Department Store

Pick up all the deliveries from forward stockroom, Ensuring all the documents are perfect, tally from number of boxes to number of boxes delivered in the documents, Counting the merchandise if it is correct base on the documents, Look for possible product damages and immediatley, File a report to return to vendor, Ensuring all the stocks is in good condition, Inventory of stocks using MS EXCEL

Arrange the stocks from 0-3 months upto 13month old Look for possible slow moving items, And request it for Further Markdown, Keeping the work area and warehouse Clean,

Education

June 2009 - June 2010
Adamson University

BS COMPUTER ENGINEERING

June 1999 - June 2005

Arellano University

High School