
Reynaldo Soloria Hernandez Jr.

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Skills

- Advance customer service skills with internal and external client via telephone and email
- Trained and experienced in resolving customer complains.
- Strong understanding in mechanical terms / Heavy equipment parts
- Knowledgeable in Pipe welding
- Available to work weekends
- Familiar with Shielded metal arc welding
- Detail-oriented
- Good problem solver
- Can operate light vehicles with licensed code 2 & 3
- Works well with team

Work Experience

COMPANY : JMMART SPARE PARTS INC

#5 Visayas Ave., Bahay Toro, Quezon City

JOB TITLE : SALES ASSOCIATE

June 30, 2021 – Present

Duties and Responsibilities :

- Engaged with customers to build rapport and loyalty.
- Helped customers locate products and checked store system for merchandise at other sites.
- Solved customer challenges by offering relevant products and services.
- Increased sales by offering advice on purchases and promoting additional products.
- Provided positive first impressions to welcome existing, new and potential customers.
- Maintained customer satisfaction with quick and professional handling of product returns.
- Maintained records related to sales, returns and inventory availability.
- Maintained calm demeanor and professionally managed issues in busy, high-stress situations.

- Trained and developed new hires in company processes, product knowledge, customer service and selling techniques.
- Fulfilled orders and sourced products to meet rigorous customer delivery schedules.

COMPANY : DELTA EARTHMOVING INC.

Address : 14th floor Cyberone Bldg., Eastwood, Bagumbayan, Quezon City
May 2018 – June 2021

JOB TITLE : BUYER / PURCHASING OFFICER

PROJECT CATERED : NORTHERN CEMENT SITE DEVELOPMENT PROJECT
Sison, Pangasinan

PROJECT CATERED : Republic Cement / Bulacan Material Handling Inc.
Norzagaray, Bulacan

Duties and Responsibilities :

- Procure the necessary requested materials and supplies with the best quality at the lowest possible cost.
- Review assigned requisitions and procure items,
- Coordinate with the end user and suppliers all required details necessary for accurate delivery of goods.
- Solicit written and telephone quotations.
- Tabulate bids.
- Expedite deliveries.
- Look for new sources of supply.
- Negotiate price and delivery with suppliers or contractors and decide on the best deal for the company.
- Complete purchasing process and documentation.
- Monitor and expedite delivery of purchase order and progress / completion of services.
- Coordinate with logistics / Warehouse and expeditors to ensure goods are being delivered on time.
- Review outstanding orders and action as required.
- Develop new and maintain a set of reliable dependable business partners through proper vendor qualifying and regular vendor performance evaluation to have a more competitive source of goods and services to benefit the operation.
- Maintain vendor relationships that are based solely on sound business and ethical practices. All negotiations are to be conducted in the best interest of the company.
- Ensure all reporting deadlines are met.
- Ensure high housekeeping standard maintained.
- Comply and promote adherence to all company policies and regulations specially procurement and safety policies.
- Performs other functions that may be assigned from time to time.

RSP LIM, Construction

Dasmariñas, Cavite

January 2016 - March 2018

Truck Driver/Welder**Job details****Truck driver**

- Respond to service call quickly and professionally
- Drive and operate trucks.
- Follow instructions; locate and read location and road maps.
- Pre-inspect truck.
- Pick up goods and materials, verify loads for accuracy, and deliver them as instructed.
- Load and unload cargo.

Construction Welder

- Respond to service call quickly and professionally
- Set up equipment and weld parts according to welding specifications and type.
- Laid – out, fitted and fabricated metal components.
- Design, position, align and secure parts assemblies prior to assembly.
- Install and repair metal roofs, trusses using hand power tools
- Install sheet metal flashings
- Followed all safety guidelines, including proper machine guarding and lockout and tag out procedures.

LUZON RAM CYCLES, INC.

Cabanatuan, Nueva Ecija

December 2012 – October 2015

Account Analyst**Job details**

- Monitoring of customers arrears
- Building strong customer relations with existing clients
- Conduct daily field collection
- Conduct semi-monthly report
- Performing maintenance on issued company vehicle
- Merchandising of repossessed and brand new units

ADDESSA CORP. / LG ELECTRONICS PHILIPPINES

Pozorrubio, Pangasinan

August 2008 – November 2012

Marketing Assistant**Job details**

- Generate sales
- Demonstrating specific product functions and uses
- Building strong customer relations with existing clients
- Monitoring sales and market trends within specific industries
- Coordinating delivery of product or services
- Understanding pricing strategies
- Conduct inventory and request purchase order
- Conduct thorough housekeeping on displayed products

SELF EMPLOYED**RICE FARMING**

May 2000 – June 2008

Job Details

- Preparation of land for the coming planting season
- Preparation of seedlings
- Transfer of seedlings into cultivated land
- Weeding by hand and hoe
- Monitoring of irrigation system
- Administer pesticide on plants
- Harvesting of crops
- Minor repair and maintenance to farm equipment
- Cleaning of farm equipment
- And other general labor that may arise in the operation of rice farming

FF CRUZ & CO., INC

800 EDSA, Cubao, Quezon City
San Roque Multi-Purpose Project
San Manuel, Pangasinan
April 1998 – May 2000

Serviceman**Job Details**

- Change engine oil and lubricate running gears or moving parts of automobiles, trucks or heavy equipment
- Add or replace hydraulic and transmission fluids
- Assist mechanics and perform other duties as directed
- Perform greasing on various equipment
- Provide on-site services
- Replace oil, air and fuel filters on motor vehicles, trucks and heavy equipment
- Performs other functions that may be assigned from time to time.

Education

Tertiary	LMMSAT – TESDA Poblacion West, Asingan, Pangasinan	Shielded Metal Arc Welding NC II
College	Urdaneta Colleges of Technology Urdaneta, Pangasinan	Basic merchant marine course
Secondary	Juan C. Laya National High School San Manuel, Pangasinan	
Primary	San Roque Elementary School San Roque, San Manuel, Pangasinan	

Personal Information

Birthdate	December 24, 1981
Marital status	Married
Number of dependents	3
SSS Number	02-168-7742-5
Philhealth Number	19-052056631-0
Pag-Ibig Number	1210-8791-8582
TIN	348-606-055
Passport Number	P1207330C
Country of Residence	Philippines
Nationality	Filipino

I hereby certify that the above information is true and correct with all my knowledge and belief

Reynaldo S. Hernandez Jr.

Applicant