



# JANADINE R. CAPUA

F A C T O R Y   W O R K E R

## PERSONAL INFORMATION

Name: Janadine R. Capua  
Date of Birth: February 28, 1984  
Civil Status: Single  
Nationality: Filipino  
Height: 5'5  
Weight: 120 lbs.

## WORK EXPERIENCE

**PEGATRON CORPORATION (TAOYUAN, TAIWAN )**  
**(TESLA WALL CONNECTOR) August 31, 2020 to**  
**August 25 2023**

### MACHINE OPERATOR

- Responsible for performing various task to set up, operate, monitor, troubleshoot and perform preventive maintenance assigned machines.
- Packaging Department
- packers prepare items for shipping by weighing, labeling and passing them into shipping contamos / paliets.
- Packer Responsibilities.
- Ensure that items are undamaged.
- clean shipping containers
- Label items
- Pack items into Shipping containes
- Seal and label shipping containers and documentation.

**INNOLUX CORPORATION TAINAN TAIWAN**  
**JUNE 03 2011 TO MAY 21 2014**  
**AUGUST 28,2014-AUGUST 15, 2020**

### MACHINE OPERATOR

- Arrange machine at the beginning of work procedures to ensure that everything is in order
- Test the machine before main work begins to be sure that it's in good condition for production.
- Clean up machine parts after every work procedure.
- Set all machine operation information such as speed, size and shape into machine before it begins running.

## CONTACT

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- 📍 Baliuag Nuevo, Minalabac,  
Camarines Sur. Philippines

## SKILLS

- Fast Learner
- Ability to multitask
- Effective time management
- Critical Thinking
- Active Listening
- Communication Skills

## EDUCATION

### SECONDARY SCHOOL

Hobo National High School  
2000 - 2001

### COLLEGE SCHOOL

Camarines Sur State Agricultural College  
Bachelor of Science in Agri-Business  
2004 - 2008

- Insert all production materials in the various parts of the machine where they are supposed to be to enhance production output.
- Ensure that machines are calibrated and recalibrated before and after production.
- procedures. Troubleshoot machine problems to determine actual faults.
- Strictly adhere to client job specification and ensure good quality work.
- Ensure timely preparation and availability of all production materials to avoid shortage during production.
- Report to supervisor(s) regularly, keeping them updated on production activities and progress .
- Study blueprint from work layout to ensure accuracy in production task.

## **CENTER FOR AGRICULTURE IN RURAL DEVELOPMENT PHILIPPINES JUNE 2008 TO MAY 2011**

### **ACCOUNT OFFICER**

- Conduct survey and provide loan to a qualified member
- Client orientation and application
- Client selection
- Loan approval
- Loan processing
- Loan collection and monitoring
- Loan Releasing
- Loan collection and monitoring