

# Alfredo S. Mejia

#3 PUROK 2 BRGY. PINSAO PILOT PROJECT , BAGUIO CITY

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## CAREER SUMMARY

OFW in Korea for Six years. Experienced in manufacturing companies as a production operator. Operates different kinds of machines for molding metal fabrication, press machine, Printing, and engraving machine and Operates a Walkie Forklift truck. Achieved 98% accuracy rate on production and ensured 100% on-time delivery of orders. Experience in construction of foundation works and structures site preparation. Practice as a security personnel for Five years with a proven track record of maintaining a safe and secure environment for clients and staff. Performed patrolling, monitoring, and reporting on various activities within assigned areas. With a certificate for firearms and gun safety. Background in sales utility and service crew.

## SKILLS

- Physical stamina and strength
- Operates different kind of machine
- Operate walkie forklift truck
- Multi tasking ability
- Leadership Skills
- Teamwork and collaboration
- Critical thinking and problem solving
- Sales and marketing skills
- Attention to details
- Basic knowledge of computer troubleshoot
- Customer service

## WORK EXPERIENCE

### FACTORY

Position: Machine Operator June 29,2020 - June 30,2022  
Company: **Gyeongbongsaneop** - Incheon, South Korea

Position: Line Leader/ Metal Fabrication worker Sept.04, 2017 - May 18, 2020  
Company: **CASCOD** - Incheon, South Korea

Position: Production Operator Sept. 24, 2016- Feb. 22, 2017  
Company: **Eunkwang** - Incheon, South Korea

Position: Production Operator February 10, 2008 – July 03, 2008  
Company: **Monde Nissin Company** Laguna, Philippines

### Responsibilities:

- Operates an assigned machine that handles production of electronics components, computer, visual,sounding and communication equipment, and press brake.
- Line Leader, oversee and manage site personnel to their designated area.
- Lifting heavy equipment and materials for molding production
- Inspect the quality of product after molding production.
- Fix minor errors on the machine.
- Fabricate 3,000 or more passenger car cylinder blocks within 12 hours working.
- Set up and operate all machinery and hand tools needed to complete the product
- Ability to read and understand drawing/print specifications.
- Provide inventory status and make regular recommendations for required parts and supplies.

- Fix issues that may occur upon shift.
- Check output to spot any machine-related mistakes or flaws.
- Make sure the quality of the product before packing.

### **CONSTRUCTION**

Position: Construction Site Cleaner

May 24, 2017- Sept 01,2017

Company: **H-Tower MIT Jubyeonpodium Goljogujogongsa**

#### **Responsibilities:**

- Determining the current state of the land and the debris that needs to be cleared.
- Clearing out any debris, removing old structures, and ensuring the site is graded and cleared
- Establishing a strategy for clearing the vegetation, rocks, and other debris and determining what equipment is needed.

### **SECURITY PERSONNEL**

Position: SECURITY GUARD

April 2013 – October 2015

Establishment: **China Bank -Baguio City, Philippines**

Company Name: Uniwide Security Agency Corporation

Position: SECURITY GUARD

April 2012 – February 2013

Establishment: **Porta Vaga Mall -Baguio, Philippines**

Company Name: 3rd Lanting Security and WatchMan Agency

Position: SECURITY GUARD

February 2010 – March 2012

Establishment: **CEBUANA LHUILLIER Pawnshop -Baguio, Philippines**

Company Name: URDUJA SECURITY SERVICES INC.

#### **Responsibilities:**

- Ensure the safety of staff and guest
- Monitor property entrance
- Inspect and patrol premises regularly
- Authorize entrance of people and vehicles
- Report any suspicious behaviors and happenings
- Secure all exits, doors, and windows
- Respond to alarms and react in a timely manner
- Provide assistance to people in need
- Submit reports of daily surveillance activity
- Submit reports of every suspicious action

Position: SERVICE CREW

November 5, 2008 – April 05, 2009

Company Name: **CHOWKING ABANAO BRANCH**

**Baguio City, Philippines**

#### **Responsibilities:**

- Clean and prepare the establishment before the start of the shift.
- Greet and serve customers with their finest content.
- Handle customer's concerns and complaints professionally and calmly to resolve problems according to restaurant policy.
- Ensure the cleanliness of tables and chairs for the next Customers' use.
- Bash In, Bash Out of every customer's order.

Position: SALES UTILITY CLERK  
Company: **HomeWorld Shopping Corp. Super Mall**

October 30, 2005 – March 30, 200  
**Baguio City, Philippines**

**Responsibilities:**

- Greet customers and assist them in finding the products they are looking for.
- Answer customer inquiries and provide information on products, returns, and store policies.
- Meet and exceed personal sales targets and perform suggestive selling to encourage additional purchases.
- Handle customer complaints, inquiries, and requests in a positive and timely manner, and escalate any significant concerns to management as necessary.
- Collaborate with other sales clerks and team members to ensure that the store is running efficiently and providing a positive customer experience.
- Maintain a clean and organized work area and adhere to all safety standards.

**CERTIFICATES**

- Korean Language Culture
- Re-Training Course (TVET Program)
- In-Service Enhancement Security training
- FireArms Familiarization, Gun Safety and Marksmanship Training
- Customer Service Relation, Gun Safety, report Writing and Leadership Training Course

**EDUCATION**

HighSchool: Mangaldan National High School 2001-2005  
Brgy. Guilig Poblacion Mangaldan, Pangaasinan, Philippines  
Elementary: Bonifacio Elementary School 1996-2001  
Cresencia Village, Baguio City, Philippines

**CHARACTER REFERENCES**

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I Hereby that the above information is true and correct to the best of my knowledge and belief.

ALFREDO S. MEJIA

