

BROTHERS / SISTERS

Brothers: Micheal Villena

Birthday: August 26, 1991
Birth Place: Oriental Mindoro
Civil Status: Married
Occupation: Farming

Jeffrey Villena

Birthday: February 28, 1995
Birth Place: Oriental Mindoro
Civil Status: Married
Occupation: Master Baker

Kenette Villena

Birthday: March 6, 2000
Birth Place: Oriental Mindoro
Civil Status: Single
Occupation: Delivery boy

John Paul

Birthday: September 17, 2001
Birth Place: Oriental Mindoro
Civil Status: Single
Occupation: Production Operator (EPSON)

Dennis Villena

Birthday: October 5, 2005
Birth Place: Oriental Mindoro
Civil Status: Single
Occupation: Student

Sisters: Myrna Lucero

Birthday: December 18, 1988
Birth Place: Oriental Mindoro
Civil Status: Married
Occupation: Freelancing

Merlyn Villena

Birthday: May 31, 1990
Birth Place: Oriental Mindoro
Civil Status: Single
Occupation: Freelancer

Jenette Villena

Birthday: March 2, 1997
Birth Place: Oriental Mindoro
Civil Status: Single
Occupation: Freelancing

Celeste Villena

Birthday: May 19, 1998
Birth Place: Oriental Mindoro
Civil Status: Single
Occupation: Fast food crew

EDUCATIONAL BACKGROUND

Elementary	Year [From] - [To]
School: San Pedro, Naujan, Elementary School Address: San Pedro, Naujan, Oriental Mindoro	1999-2006
Secondary	
School: Doroteo S. Mendoza Sr. Memorial Nat'l HS Address: Pagkakaisa, Naujan, Oriental Mindoro	2006-2010
Technical Education and Skills Development Authority (TESDA)	
Course: Machining NCII School: Tesda Regional Training Center Address: 132 Purok Magsaysay, Baguio City (PEZA)	2012-2013
College	
Course: Bachelor of Science in Electronics Engineering (undergrad) School: University of the Cordilleras Address: Governor Pack Road, Baguio City	2014-2016

EMPLOYMENT HISTORY

Position: Sr. Sub-Assembly Operator
Company: MOOG Controls Corporation (Philippine Branch)
Address: Baguio Economic Zone, Loakan Road, Baguio City, Philippines
Date: June 1, 2012 - Up to Present
Reason for Leaving: Presently Employed

Job Description / Duties and Responsibilities:

- Perform helicoil operation on aluminum, steel bodies, titanium manifolds, tailstocks and cylinders using manual and pneumatic installers.
- Perform lee plug, check valve and expansion plugs installation on aluminum bodies, steel bodies, titanium manifolds and tailstocks using hammer method and arbor press method.
- Demonstrate troubleshooting skills on complex conditions for lee plug extraction.
- Demonstrate basic knowledge and skill on helicoil extraction and demonstrate troubleshooting skills on complex conditions for helicoil extraction.
- Verify completeness of incoming sub-assembly kits against list.
- Perform proper aqueous cleaning, oven drying and proper packaging of parts.
- Perform proper torque process application.
- Perform touch-up chemical conversion coating operation.
- Perform shrink fit and press fit of bearings, bushings, sleeves and pins on tailstocks, rod ends, cylinders and etc.
- Interpret blue prints, sketch sheets, work instructions and engineering procedures.
- Perform deburring/refining processes with the use of various deburr machines and tools depending on need of part number or part piece. Able to perform simple, medium and complex deburring process and utilize deburring tools and modify as necessary.
- Perform visual inspection and detect non-conformities such as dents, scratches, burrs, rust and other abnormal conditions on the parts being processed.
- Determine defective gages and other instruments, tools and fixtures and coordinate with Cluster Leader or Technical coordinator.

- Perform troubleshooting of problem encountered during sub-assembly process. Provide input on cause and corrective action with non-conforming parts.
- Recommend improvements on processes in conjunctions with PE or ME.
- Perform prove out together with engineering support on new models and operations. Evaluate production prove-outs with P.E. on new programs, processes, toolings and fixturings
- Diagnose process and failure and perform necessary rework procedures.
- Perform masking process at BZNP.
- Perform assembly, disassembly and repair on reaction links and rod end assemblies.
- Perform set up of milling machine (MAKINO) for sleeve and bushing extraction.
- Perform bearing backlash and axial movement operation.
- Perform machine staking, riveting and swaging operations on hydraulic pressing machine, squeeze machine and vertical milling machine (MAKINO) using appropriate tools, gages and inspection aids.
- Perform O-ring and back-up ring installation.
- Identify & facilitate training needs and recommend it to TC or Cluster Leader.
- Demonstrate proper use of measuring instruments such as micro-hite, caliper, bore mic, micrometer and dial indicator.
- Perform laser marking and ink marking.
- Recommend and initiate request for needed tools, fixtures and gages.
- Perform soldering operation on wires and terminals.
- Perform chemical mixing and proper handling on various chemicals.
- Train others on basic knowledge and skills on sub-assembly.

TRAININGS / SEMINARS ATTENDED

Training Center: In-house Training (MOOG Controls Corp.) Duration: April 19-22, 2022
 Address: Baguio Economic Zone, Loakan Road, Baguio City (Bldg. K Bakawan Room)
 Title: J-STD-001 Soldering Wires and Terminals

Training Center: In-house Training (MOOG Controls Corp.) Duration: August 26, 2021
 Address: Baguio Economic Zone, Loakan Road, Baguio City (Bldg. K Forest Room)
 Title: Lee Plug Installation Training and Hydraulic Insert Installation

Training Center: In-house Training (MOOG Controls Corp.) Duration: June 26, 2012
 Address: Baguio Economic Zone, Loakan Road, Baguio City (Bldg. K Bakawan Room)
 Title: Blueprint Reading

Training Center: In-house Training (MOOG Controls Corp.) Duration: April 7, 2017
 Address: Baguio Economic Zone, Loakan Road, Baguio City (Bldg. K Bakawan Room)
 Title: Cranes, Slings and Hoist Certification

Training Center: In-house Training (MOOG Controls Corp.) Duration: Nov. 25-28, 2013
 Address: Baguio Economic Zone, Loakan Road, Baguio City (Bldg. K Narra/Kamagong Room)
 Title: Engineering Geometric Dimension and Tolerance

Training Center: In-house Training (MOOG Controls Corp.) Duration: October 31, 2013
 Address: Baguio Economic Zone, Loakan Road, Baguio City (Bldg. K Narra/Kamagong Room) Title:
 Manufacturing Metrology

Training Center: In-house Training (MOOG Controls Corp.) Duration: October 13, 2022
Address: Baguio Economic Zone, Loakan Rd., Baguio City (Bldg. I Mezzanine Conference Rm.)
Title: Touch-Up Chemical Conversion Coating

Training Center: In-house Training (MOOG Controls Corp.) Duration: Nov. 11, 2022
Address: Baguio Economic Zone, Loakan Rd., Baguio City (Online Training)
Title: FOD Prevention Training

Training Center: In-house Training (MOOG Controls Corp.) Duration: July 5, 2021
Address: Baguio Economic Zone, Loakan Rd., Baguio City (Online Training)
Title: Torque Measurement Control Training

Training Center: In-house Training (MOOG Controls Corp.) Duration: April 7, 2022
Address: Baguio Economic Zone, Loakan Rd., Baguio City (MOOG Clinic)
Title: Eye Test (Vision test)

Training Center: In-house Training (MOOG Controls Corp.) Duration: February 22, 2023
Address: Baguio Economic Zone, Loakan Rd., Baguio City (Bldg. K Narra/Kamagong Room)
Title: Human Factors Training

SPECIAL SKILLS / INTERESTS

- Skilled in sub-assembly operations using appropriate gages, tools and equipment.
- Skilled in basic relevant computer applications like MS Word and MS Excel.
- Troubleshooting on encountered process issues.
- Loves to ride using motorcycle.
- Loves to raise live stocks.
- Loves to cook.

CHARACTER REFERENCES

Manolette R. Malihan
Cluster Leader
Moog Controls Corporation (Phil. Branch)
Email: mmalihan@moog.com

Edward A. Licuben
Sr. Technician
Moog Controls Corporation (Phil. Branch)
Email: elicuben@moog.com

Kim K. Kiñado
Sub-assembly Operator
Moog Controls Corporation (Phil. Branch)
Email: kkinado@moog.com



Applicant's Signature

