

ARIEL A. MENDONES

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PERSONAL STATEMENT

To obtain a position in a company that suits my capabilities and will enhance my professional skills and capacity by effectively working on a team in achieving the company's common goal.

PERSONAL INFORMATION

Date of Birth : November 25, 1996
Age : 27 years old
Place of Birth : Maragondon, Cavite
Civil Status : Single
Gender : Male
Nationality : Filipino
Weight : 67kg
Height : 165cm
Languages Spoken : English & Tagalog
Passport Expiration: October 13, 2031

EMPLOYMENT HISTORY

Position: Beef Abattoir /Meat Processor
Date Employed: October 11, 2023 - Present
Company Name: Dunbia UK
Location: United Kingdom
Duties and Responsibilities:

1. Follow and be aware of the departmental SOP's.
2. Maintain the fast-paced environment in line with production needs.
3. Work with the manager and team to achieve the department targets.

4. Ensure customer and company specifications are achieved.
5. Work to a clean as you go policy, ensure your work area is kept clean at all times.
6. Promote and maintain Health, Safety and Hygiene standards in accordance with company rules and regulations.

Position: Butcher/Meat Merchandiser

Date Employed: August 27, 2022 – August 28, 2023

Company Name: NorthStar Meat Merchant Inc.

Location: SM City Tanza (Supermarket)

Employer Name: Anne Marasigan (HR Recruiter)

Contact Number: (02) 448-5688

Duties and Responsibilities:

1. Responsible for slicing and portioning our meats.
2. Receive, inspect, and store meat upon delivery to ensure meat quality.
3. Prepare and place meat cuts and products in display counter, so they will appear attractive and catch the customer's attention.
4. Cut, trim, bone, tie, and grind meats such as pork and beef.
5. Performing quality inspections on meats and other products that are on stock.
6. Cleaning the area before/after the duty
7. Conducting Inventory as needed

Position: IT Technical Support

Date Employed: November 21, 2021 – April 20, 2022

Company Name: HRD Singapore PTE LTD

Location: Block 3 Cavite Economic Zone II, General Trias,

Employer Name: Kengo Sakai

Contact Number: (046) 476-0545 / (046) 476-0465

Duties and Responsibilities:

1. Troubleshoot all job order of computer and its peripherals, email/internet problem received from time to time.
2. Responsible for the installation and troubleshooting of software applications managed by the department including production and support in-house system.
3. Responsible for the computer/printer unit relocation and arrangement of computer wirings.

4. Responsible for the delivery and pull out all IT materials
5. Conduct final checking of computer and other IT materials before deployment to client.

Position: Administrative Aide IV – IT Technician

Date Employed: 3 Feb 2020 – December 17, 2020

Company Name: Municipality of Maragondon – Local Government Unit

Location: Maragondon, Cavite

Employer Name: Edgardo A. Angue

Contact Number: 09652372833

Duties and Responsibilities:

1. Checking functional and non- functional computers
2. Formatting Broken Operating System
3. Keep all computers are free of viruses
4. Check CCTV Footage
5. Installing and configuring computer hardware, software, systems, networks, printers, and scanners

Position: Team Member / Cashier

Date Employed: 2 April 2018 – April 10, 2019

Company Name: Milner Road Foodtown

Location: Milner Rd, Alice Spring NT Australia

Employer Name: Carlos Pinheiro

Contact Number: 08 8953 4519

Duties and Responsibilities:

1. Handling cash, eftpos, check, credit and debit card transactions
2. Receiving and storing stock as required
3. Provides a positive customer experience with fair, friendly, and courteous service
4. Enters price changes by referring to price sheets and special sale bulletins
5. Other duties as directed by Manager

EDUCATIONAL ATTAINMENT

TERTIARY LEVEL

School: **Cavite State University – Naic Campus**
Course: **Bachelor of Science in Information Technology**
Date Graduated: **May 23, 2017**

SECONDARY LEVEL

School: **Bucal National High School**
Date Graduated: **March 19, 2013**

PRIMARY LEVEL

School: **Bucal II Elementary School**
Date Graduated: **March 30, 2009**

TRAININGS AND SEMINARS ATTENDED

Topic: Product Orientation & Safety Guidelines in Using Meat Equipment
Training Centre: Paramount Human Resource Multi-Purpose Cooperative
Date: August 15, 2022
Address: 7 West Ave, Quezon City, Metro Manila

Topic: Food Safety Training
Training Centre: Paramount Human Resource Multi-Purpose Cooperative
Date: August 15, 2022
Address: 7 West Ave, Quezon City, Metro Manila

Topic: Customer Service Training
Training Centre: Paramount Human Resource Multi-Purpose Cooperative
Date: August 15, 2022
Address: 7 West Ave, Quezon City, Metro Manila

Topic: Occupational Safety and Health Training
Training Centre: Paramount Human Resource Multi-Purpose Cooperative
Date: August 13, 2022
Address: 7 West Ave, Quezon City, Metro Manila

Topic: Slaughtering Operation (SWINE) NC II
Training Centre: eSynergy International - TESDA TVET
Date: July 7, 2022 to August 17, 2022

Address: 2nd and 3rd flr Abacast Travel Bldg, 4103, Nueno Ave, Imus, Cavite

Topic: Architectural and Structural Drafting with AutoCAD 2D

Training Centre: Power Skills Technical Center

Date: June 19, 2017 to July 20, 2017

Address: LKC Bldg. Don. P. Campos Ave. Zone 4, Dasmariñas, 4114 Cavite

Topic: Pre-Employment Seminar: Gender Sensitive and Empowered New Members of the Labor Force

Training Centre: Cavite State University - Naic

Date: November 16, 2016

Address: Bucana Malaki, Naic Cavite

Topic: Android Mobile Application Training Workshop

Training Centre: Cavite State University - Naic

Date: October 18 – 19, 2016

Address: Bucana Malaki, Naic Cavite

Topic: Adobe Magic Using Creative Cloud

Training Centre: Cavite State University - Naic

Date: August 28, 2015

Address: Bucana Malaki, Naic Cavite

SKILLS/ATTRIBUTES

- Perform slaughtering operation of swine using stunning machine, proper sticking bleeding using knife by observing safety in the workplace.
- Eviscerate and split carcasses, and cut into primal cuts
- Knowledge of meat cutting and techniques
- Ability to use knives and other cutting tools
- Knowledge of food hygiene and safety requirements
- Manual skills
- Precision and physical strength
- Customer-oriented approach

CHARACTER REFERENCE

Name: Edgardo A. Angue

Company: Municipality of Maragondon

Contact: 09652372833

Name: Teresita A. Benesen

Company: Hayakawa Electronics Phils. Corp

Contact: 09352990275