

TO: The Hiring Officer

Good day,

I would like to formally submit my application for a job opportunity as a **Meat Processor / Butcher**. I am a multi-skilled and dedicated Professional with certifications in Slaughtering Operations and Butchery / Meat Processing and, an educational background in Secondary Education. I have 12 years of total work experience in Meat Processing & Distribution, Consumer Goods – Commercial Retail, Meat Product – Commercial Retail, Automotive Dealership and Business Process Outsourcing industries in England and in the Philippines.

I am a Filipino Citizen seeking for a suitable work to apply my knowledge, skills and pursue my career under your management. I am physically fit, capable to work well independently or with diverse teams with the ability to correspond and follow in both oral and written instructions.

I am currently employed as a **Meat Processor / Butcher** since 2022 at Dunbia UK, Launceston, England. Prior to that, I worked as a **Butcher, Sales Manager, Marketing Professional, Sales Executive** and as a **Technical Support Representative** on the earlier stage of my career in the Philippines. Where I performed my duties and responsibilities well, with complete passion, hard work and an excellent performance on each role entrusted.

With years of professional experience and my educational foundation, I have acquired below core strengths and set of skills as my stronghold for my job application:

- 12 years of total work experience in Meat Processing & Distribution, Consumer Goods – Commercial Retail, Meat Product – Commercial Retail, Automotive Dealership and Business Process Outsourcing industries in England and in the Philippines.
- Proven hands-on experience as Meat Processor / Butcher, Sales Manager, Marketing Professional, Sales Executive and Technical Support Representative.
- Undergone trainings for career growth and skill advancement.
- Slaughtering Operations (Swine) National Certificate II (TESDA NCII) holder.
- Butchery / Meat Processing Training Certificate holder.
- Computer Literate; Knowledgeable in basic Microsoft Office and other relevant programs and applications.
- High School Diploma holder.
- Excellent verbal and written communication skills.
- Proficient in operating work-related equipment, tools, programs and processes.
- High degree of professionalism, resilience and interpersonal skills.
- Patient, compassionate attitude, with a friendly, energetic disposition.
- Excellent organizational and time management skills.
- Exceptional ability in following Standard Operating Procedures and Food Safety Standards.
- Capable of handling responsibilities with minimum supervision.
- Capable of learning and adapting to new challenges.
- High sense of loyalty and integrity.
- Ability to work on extended hours.
- Ability to work in a multicultural environment.
- Willing to relocate, be trained and work in Canada at the earliest possible time.

I am confident that my education, expertise and professional background is what sets me apart from other candidates for this job position that you require. I look forward to discussing the position and my qualifications with you in more detail.

Thank you so much for your time and consideration.

Sincerely,

Norman Bambao
Plymouth, England
+447443 344537
norman.bambao@gmail.com

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Plymouth, England

+447443 344537

norman.bambao@gmail.com

Philippine Passport Holder

OBJECTIVE: I am a multi-skilled and dedicated Professional with certifications in Slaughtering Operations and Butchery / Meat Processing and, an educational background in Secondary Education. I have 12 years of total work experience in Meat Processing & Distribution, Consumer Goods – Commercial Retail, Meat Product – Commercial Retail, Automotive Dealership and Business Process Outsourcing industries in England and in the Philippines. Seeking for a job opportunity as a **Meat Processor / Butcher**.

SKILLS & QUALIFICATIONS SUMMARY:

Meat Processing Skills

High sense of loyalty and integrity

Slaughtering Operations

Organizational Skills

Food Safety and Handling

Ability to Multitask

Sales & Customer Service

Critical and Methodical Thinking Skills

Complaint Management

Communication Skills: Verbal & Written

Inspection and Reporting Skills

Training / Mentoring Skills

Physical Stamina and Mental Agility

Workplace Safety Practices

Leadership & Coordination Skills

Strong Attention to Detail

Computer Literate; Knowledgeable in basic Microsoft Office and other relevant programs and applications.

WORK EXPERIENCE:

Position Held : **Meat Processor / Butcher**
Company : Dunbia UK
Industry : Meat Processing & Distribution
Location : Launceston, England
Period : October 2022 to Present

Position Held : **Butcher**
Company : S&R Membership Shopping
Industry : Consumer Goods – Commercial Retail
Location : Santa Rosa City, Laguna, Philippines
Period : June 2022 to September 2022

Position Held : **Butcher**
Company : Ennie's Meat Stall
Industry : Meat Product – Commercial Retail
Location : Indang, Cavite, Philippines - 2022
Period : March 2020 to March 2022

Position Held : **Sales Manager**
Company : Suzuki Auto - Manila
Industry : Automotive Dealership
Location : Manila, Metro Manila, Philippines
Period : February 2019 to March 2020

Position Held : **Sales Manager**
Company : Toyota – Silang
Industry : Automotive Dealership
Location : Silang, Cavite, Philippines
Period : August 2018 to January 2019

Position Held : **Marketing Professional**
Company : Toyota - Manila
Industry : Automotive Dealership
Location : Manila, Metro Manila, Philippines
Period : December 2017 to March 2018

Position Held : **Marketing Professional**
Company : Toyota - Fort Bonifacio
Industry : Automotive Dealership
Location : Manila, Metro Manila, Philippines
Period : March 2014 to July 2017

Position Held : **Sales Executive**
Company : Hyundai Motor Company - Manila
Industry : Automotive Dealership
Location : Manila, Metro Manila, Philippines
Period : September 2011 to March 2014

Position Held : **Technical Support Representative**
Company : Sitel Philippines - Pasig
Industry : Business Process Outsourcing
Location : Pasig City, Metro Manila, Philippines
Period : January 2011 to April 2011

JOB DESCRIPTIONS:

As a Butcher:

- Breakdown pork carcass into primal cuts.
- Debone primal cuts and prepare meats into retail cuts.
- Knowledgeable in using meat cutting machines (Band Saw, Meat Grinder, Meat Slicer).
- Working in an industrial beef processing factory.
- Deboning (Ribs, Loins and Fillets) and trimming (Tomahawks)
- Selecting (Bone-In) Ribs, Loins, and Rumps based on Customers' requirements and specifications.
- Using of disc cutter to cut Rumps and Loins.
- Packing, Stacking, Boxing, Labelling meats.
- Familiar and used to working in fast-paced environment.
- Maintains working area clean all the time.

As a Sales Manager:

- Created camaraderie amongst team members.
- Established good working environment for the team.
- Build and lift team members' morale and spirit in times of struggle.
- Motivated the team to do more what is ask for and strive more for their benefit and the company's.
- Became their leader and assisted the team inside and outside office matters.
- Created unique methods in prospects monitoring for better account and sales acquisition.

As a Marketing Professional / Sales Executive:

- Create opportunities and build new clients.
- Provide excellent after sales service and attend to customer's inquiries and handling rejections properly.
- Give customers the most suited product/service that meet their requirements.
- Excellent in developing good relationship with clients. Equipped with basic vehicle troubleshooting knowledge.
- Well aware of Toyota products and services.

- Knowledgeable in Toyota Sales Process and excellent in product presentation.
- Experienced in leading a team if needed and can evaluate situation to provide a proper solution.

As a Technical Support Representative:

- Provided quality voice support and responds to client's issues and concerns of technical issue in a dynamic and fast-paced environment.
- Exercised good communications and professional customer service skills.
- Provided troubleshooting instructions and familiar with major issues and solutions.

TRAININGS / CERTIFICATIONS:

- Slaughtering Operations (Swine) National Certificate II (TESDA NCII)
Technical Education and Skills Development Authority
eSynergy International - Imus
Imus City, Cavite, Philippines - 2022
- Meat Cutting Certification in Butchery / Meat Processing
Infinity Vocational Training School Inc. - Trece Martires
Trece Martires City, Cavite, Philippines - 2022

EDUCATION:

Secondary:

Notre Dame of Greater Manila
Caloocan City, Metro Manila, Philippines
Year Graduated : 2003



DUNBIA TREBURLEY
Treburley Abattoir, Launceston,
Cornwall, PL15 9PU, England

T +44 1579 370 461
E info@dunbia.com
W www.dunbia.com

CERTIFICATE OF EMPLOYMENT

This is to certify that Mr. Norman Bambao is a bonafide employee of **Dunbia Treburley** from 19/10/2022_up to present and currently holding the position as Meat Processor.

	Monthly Rate
Basic Salary	GBP_2133.34__
Allowances	GBP __0__

This certification is being issued upon the request of Mr. Norman Bambao for visa application purposes.

Issued this 25th day of January 2024 at England & Wales, UK.

JEMMA COUMBE
HR OFFICER



Republic of the Philippines
Department of Justice
National Bureau of Investigation



29408417

This is to certify that the person whose name, picture, signature and thumbprint appearing below applied for NBI Clearance and the results is as follows:

NBI ID NO.
B510IN4N68-DJ745663

FAMILY NAME
BAMBAO

MIDDLE NAME
BORJA

ADDRESS
243 NARRA ST KAYQUIT 3 INDANG CAVITE

DATE OF BIRTH
September 30, 1986

CITIZENSHIP
FILIPINO

PURPOSE
MULTI-PURPOSE CLEARANCE

REMARKS
NO DEROGATORY RECORD

VALID UNTIL
August 15, 2023

FIRST NAME
NORMAN

HUSBAND'S SURNAME

PLACE OF BIRTH
MANILA

CIVIL STATUS
SINGLE



SIGNATURE

GENDER
MALE



B510IN4N68-DJ745663

Medardo de Lemos
ATTY. MEDARDO G. DE LEMOS
Director

Date Printed: Thursday, August 25, 2022 03:24 PM

Agency	DJ	DATID	torresjlr
CASID	torresjlr	BIOID	torresjlr
O.R. No.	JZVBF8	RECID	villadosjm
O.R. Date	08/15/2022 3:14:36 PM	INTID	pansoyml
DST PAID		PRTID	pansoyml



Republic of the Philippines
Department of Justice
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SINGLE



SIGNATURE

GENDER
MALE



PERSONAL COPY



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ATTY. MEDARDO G. DE LEMOS
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DST PAID		PRTID	pansoyml

Test Report Form

GENERAL TRAINING

NOTE Admission to undergraduate and post graduate courses should be based on the ACADEMIC Reading and Writing Modules.
GENERAL TRAINING Reading and Writing Modules are **not** designed to test the full range of language skills required for academic purposes.
It is recommended that the candidate's language ability as indicated in this Test Report Form be re-assessed **after two years** from the date of the test.

Centre Number

PH001

Date

05/AUG/2022

Candidate Number

008724

Candidate Details

Family Name

BAMBAO

First Name

NORMAN BORJA

Candidate ID

P9637305B

UKVI Number

IEL/05082022/PH001/008724



Date of Birth

30/09/1986

Sex (M/F)

M

Scheme Code

Private Candidate

Country or Region of Origin

Country of Nationality

PHILIPPINES

First Language

FILIPINO

Test Results

Listening

7.5

Reading

7.0

Writing

6.5

Speaking

6.5

Overall Band Score

7.0

CEFR Level

C1

Administrator Comments

Centre stamp



BRITISH COUNCIL

Validation stamp



Administrator's Signature

Date

09/08/2022

Test Report Form Number

22PH008724BAMN001G



Cambridge Assessment English