

CLARISSE JOY N. GARCIA

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Dedicated Quality Assurance professional with years of experience ensuring product excellence and customer satisfaction in diverse industries. Adept at implementing comprehensive quality control procedures and driving continuous improvement initiatives to streamline processes and maximize efficiency. Skilled in conducting thorough product inspections, identifying deviations from standards, and implementing corrective actions to mitigate risks and enhance overall quality. Proven ability to collaborate cross-functionally to promote a culture of quality and uphold regulatory compliance.

SKILLS

- Computer Literate (MS Word, Excel, PowerPoint Presentation)
- Familiar in SAP (MM and CO)
- Knowledge in IE tools (Time and Motion Study, Ishikawa Diagram)
- Strategic Planning
- Self-motivated and able to impose a proactive spirit in the team.
- Attention to detail
- Time management
- Problem-solving
- Multitasking
- Technical Proficiency and Industry Knowledge
- Regulatory Compliance and Risk Management

WORK HISTORY

2017-10 - Current

INDUSTRIAL ENGINEER & SAFETY OFFICER

Arrow Plastic Industries Corp.

- Keep an eye on the testing of the raw materials used in the manufacturing process to make sure the finished product satisfies the requirements.
- Upholds quality standards by offering a quality assurance checklist for the final product, in-process manufacturing, and raw materials.
- Make sure everything is operating well by keeping an eye on and inspecting the manufacturing machines during the extrusion process.
- Conduct quality control to support the creation of new products.
- Keeps an eye on current inventory levels to make sure there is a sufficient supply of raw materials for manufacturing.
- Verify and track the difference between the actual and anticipated manufacturing output.
- Create a weekly labor schedule for a particular manufacturing line.
- Create product costing
- Put risk management controls in place to get rid of any potential hazards at work.
- Led process improvement projects that resulted in substantial reduction of waste materials during production runs.

- Evaluated cost-saving opportunities in materials sourcing and procurement, resulting in significant savings on raw materials purchases.
- Facilitated root cause analysis sessions to identify issues contributing to downtime or waste within the facility.

2015-03 - 2017-10

PRODUCTION PLANNER AND INVENTORY CONTROLLER

MOLDEX Products Inc.

- In charge of overseeing inventory management and production scheduling for a certain product line
- Maintains a sufficient supply of the supplies and raw materials required for manufacturing
- Reports on production efficiency and other information required should be given to management as needed.
- To get a high prediction accuracy, make sure that inventory records, historical data, and demand changes are accurate.
- Organize a weekly meeting for cooperation between the sales and production teams.
- Coordinated material procurement efforts, ensuring on-time availability of components for uninterrupted production cycles.
- Supported new product introductions by collaborating with engineering and quality teams during prototype development stages.
- Managed change requests effectively, balancing priorities while minimizing disruptions to ongoing operations.
- Contributed to cost reduction efforts by identifying areas for potential savings within the production planning process, leading to increased profitability.

2015-05 - 2015-06

INDUSTRIAL ENGINEERING INTERNSHIP

Lafarge Republic Aggregates Inc. - Bulacan Quarry, Bulacan, Quarry

- Determine the issues that the firm is having with truck dispatching.
- Reduce the number of truck turnarounds during the dispatching process by conducting a time and motion analysis.
- Determine possible courses of action to solve the issues that have been discovered.
- To decrease truck turnaround times throughout the dispatching process, do a time and motion analysis.
- Reduce the loading time by proposing a suitable plan of action that will benefit the business and the client by streamlining the process.
- Improved project outcomes by conducting thorough market research that informed strategic marketing decisions.
- Developed organizational skills through managing multiple tasks simultaneously while adhering to strict deadlines.

EDUCATION

2010 - 2015

BACHELOR OF SCIENCE: INDUSTRIAL ENGINEERING

Adamson University

CERTIFICATIONS

Basic Occupational Safety & Health (BOSH) with Train the Trainers

Synerquest Management Consultancy Services Inc.

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ORGANIZATIONS

- Philippine Institute of Industrial Engineers (PIIE)
- Operation Research Society of the Philippines (ORSP)- Adamson University Chapter

LANGUAGES

English



Filipino

