

# JOHN CARLO J. MARCELO

## INDUSTRIAL ENGINEER

Knowledgeable and experienced in production planning, logistics, warehousing & documentation. Ability to function independently in a multi-task environment, as well as part of a team and can learn new skill quickly.



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📍 Abu Dhabi, United Arab Emirates

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## WORK EXPERIENCE

### Planning Engineer & ERP administrator

Abu Dhabi Precast LLC.

02/2020 – Present

Abu Dhabi United Arab Emirates

#### Achievements/Tasks

- Preparation of production schedule and establish sequence for each operation to comply with the site requirements and target completion date of a project.
- Assuring all the shop drawing released by Technical Department was issued at production floor.
- Daily update work progress in ERP Software (EPICOR).
- Monitor day to day work progress and prepare the weekly and monthly program and report.
- Support the project managers, engineers and site supervisor on their site requirements.
- Performs other duties that may be assigned.

### Logistics Supervisor

Triple J & A Logistics

09/2017 – 09/2019

Pampanga Philippines

#### Achievements/Tasks

- Managing daily routes/schedules of shipment and deliveries.
- Oversee the transportation of products from one location to another, such as from loading docks to warehouses or warehouses to store.
- Arrange product pickups and deliveries with transportation companies and routes drivers accordingly.
- Prepare weekly billing and payroll of employees.
- Receive complaints and resolve problems.
- Ensure adherence to legal and company policies and procedures and undertake disciplinary actions if the need arises.

### Production Planner and Documentation Specialist

Fisherfarms Incorporated

09/2016 – 09/2017

Bulacan Philippines

#### Achievements/Tasks

- Plans and prepares production schedules for manufacture of products: Draws up detailed schedule to establish sequence and lead time of each operation to meet shipping dates according to sales forecasts or customer orders as specified in PPIC plan.
- Analyze production specification and plant capacity data and performs mathematical calculations to determine manufacturing processes, tools and human resources requirements.
- Plans and schedules workflow for each Production Section and operation according to previously established manufacturing sequences and lead times.
- Plans sequence of preparation, assembly, processing and other production operations for guidance of production personnel.
- Expedites operations that delay schedules and alters schedules to meet unforeseen conditions.

## SKILLS

ERP Software AutoCAD MS Office

Production Planning & Control

Problem Solving Lean Manufacturing

Warehouse & Inventory Management

Supply Chain Management

Statistical Quality Control

Written & Verbal Communication

## EDUCATION

### Bachelor of Science in Industrial Engineering

Bulacan State University

06/2009 – 06/2015

Malolos Philippines

## TRAININGS

### PMP Certification Prep course

02/2022 - 10/2022

Udemy: Online Training Course

### Pollution Control Officer Training course

08/27-31/2019

Laguna Philippines

### PISI-SEAIISI: Statistical Process Control Training

09/18-19/2015

Pasig City Philippines

## LANGUAGES

### English

Full Professional Proficiency

### Tagalog

Full Professional Proficiency