



# JENYLEN SANTIAGO JARDINEL

## WORK EXPERIENCE

NOV 2023 to PRESENT

### Supply Chain Assistant, Roche Philippines (Pharmaceutical Company under Diagnosis

Order Fulfillments processor Manage and monitor all sales order around NCR, VISMIN AREA and Key account .Monitoring end to end process or order from global price warehouse transfer and purchasing handling and monitoring deliveries and concern all department concern .

Total of 1 direct reports with cross-functional. Using SAP, Webshop SAP Report monitoring sales, information, Order fulfilment and deliveries other facilities.

AUGUST 2020 to JULY 2023

### Customer Relation Analyst Lead, Snapmart Inc. (E-commerce Landers Super Store)

Customers and All Store's transaction and complains for food and groceries.

Total of 15 direct reports with cross-functional. Using Magento, CRM to monitoring sales, information and other facilities.

### Operations Transport Analyst Lead, Snapmart Inc. (E-commerce Landers Super Store)

Manages and monitoring end-to-end operations from online order fulfillment to door-to-door delivery across all branches of Landers Superstore nationwide individual contractors as part of delivery team.

DEC 2018 to JUNE 2019

### Customer Service Production Analyst, Hamleys Dubai Mall LCC

Manages end-to-end operations of the Store operation and manage the sale order for the monthly targets

This includes contract negotiation, supplier management, spend analysis and cost savings targets.

DEC 2016 to DEC 2018

### Dealer Support Coordinator, Concepcion Carrier Air-Conditioning Company HC.

Managed goods and services requirements from marketing and sales, professional services, logistics, fleet, and leasing categories. Including Supply Chain facilities regarding for pull-out of defective unit nationwide.

Reports that mainly use SAP to update inventory.

OCT 2015 to DEC 2016

### Releasing Warehouse Supervisor Officer, JC WORLDWIDE FRANCHISING CORP.

Manages and monitoring end-to-end operations from online order and national inventory process of finished goods, bad stocks and marketing/trade materials deployed to 90 plus Franchises store nationwide. Total of 23 direct reports.

NOV 2014 to OCT 2015

### Material Warehouse Supervisor, Monocrete Construction Philippines.

Managed 16 different warehouses and office facilities Manages and monitoring end-to-end operations from online order and national inventory process of finished goods, monitoring stocks level materials deployed

Updating monitoring for CRM to Sap system.

APRIL 2014 to NOV 2014

### Work Station Engineer, Accenture Philippines

It support to facilitate all the computers and rebuilding PC, DBAN computers using their own system and XP rebuilding computers.

## EDUCATION

April 2014

### University of Makati – College of Technology Management Engineer

Bachelor of Science in Telecommunication Technology Management Major in Telecom Management and Electronics Broadcasting Management

National Certificate II - Technical Education and Skills Development Authority ( TESDA )

NCII CAREGIVING (ELDERLY) Nov 2023 - Nov 2028

Certified Standard First Aid and Basic Life Support



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## STRENGTHS

- Trainor/Facilitator
- MS Excel based templates (data management)
- Process creation, implementation and controls



## TECHNICAL

- SAP SYSTEM
- CRM
- Magento
- Salesforce
- MS Excel (basic macro)

## SPOKEN

### LANGUAGE/DIALECTS

- English
- Filipino



\*Character references available upon request