

# Jephone Gonzales

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I am hardworking, dependable and competent. Experienced in performing manual labor duties in fast-paced and busy environments. Demonstrated ability to operate a machine and well-versed in sorting, preparing, packing and transporting finished goods. A team player who has communication and social skills coupled with expertise in inventory management. Even under significant pressure, I possess a strong ability to perform effectively.

## Skills

Production support



Safety Monitoring



Self-Motivated



Active Listening



Problem-Solving



Critical Thinking



MS Office



Attention to Detail



Teamwork and Collaboration



## Work History

2023-02 - Current

### **Galvanizer/Warehouse Worker**

*Corbec Inc., Montreal, QC, Canada*

- Rack/ unrack the metal products on the beam.
- Count the total of all metal products on the beam and input in the computer.
- Drive the forklift to take the products if the operator is busy.
- Grinder the products or do quality if the galvanize chemical exceed the edge of the finished products.
- keep the workplace clean and safety.

2022-05 - 2023-01

## **Cleaner/Laundryman**

*Uribe's Airbnb, Paris, France*

- Emptied trashcans and transported waste to collection areas.
- Used time management and efficient cleaning methods to meet deadlines.
- Organized and used industrial cleaning products following strict safety procedures
- Dusting, sweeping, mopping, vacuuming, cleaning surfaces
- Restocking supplies such as soap, shampoo, laundry soap and cleaning materials
- Washing the beddings, pillows, blankets, duvets and comforters.
- To follow established cleaning protocols and ensure a safe hygienic environment
- The goal is to create a safe comfortable, and visually appealing space for the guests.
- Entertaining hotel guest creating a welcoming and enjoyable experience during their stay.
- Provide information about local attractions, restaurants and other activities.

2021-05 - 2022-04

## **Warehouse Packager**

*Inter Land Auto Parts/Main Partners Sp. Z O. O., Warsaw, Poland*

- Restocked products and rotated items according to standard procedures.
- Operated manual pallet jacks and forklifts to move and store materials.
- Inspected products before packaging to avoid shipping defective or damaged goods to customers.
- Stocked and organized products in warehouse for easy accessibility and order fulfillment.
- Warehouse Works such as picking/putting/finding order items using a scanner.
- Keeping Clean Workplace.
- Ensuring cleanliness, tidiness and safety of work environment
- Loading and unloading delivery vehicles. • Accepting delivery of inventory.
- Counting and confirming inventory.
- Inspecting inventory for damage and faults.

2020-09 - 2021-03

## **Production Machine Operator**

*Toyota Boshoku /Avis Labor Sp. Z O.o., Warsaw, Poland*

- Using the sewing machine.
- Sewing the pattern of the vehicle seat using the industrial sewing machine. • Ensure the work is as good as possible.
- Proper & timely execution of assigned task.
- Compliance with applicable rules & procedures.
- Other work at sewing producing area e.g cut the textile using the laser cutting machine. • Input the design and the size of the products in the system of the cutting machine
- Care for the condition of the tools & Equipment used.

2019-10 - 2020-09

## **Machine Food Operator**

*Hilton Foods/BJR Company Sp. Z O.o, Opole, Poland*

- Related to packaging of products & preparation of food & non-food raw materials.
- To be familiar with principles & regulations of occupational health & safety participate in OHS training courses & tutorials & take all required examinations.
- To perform work in accordance with the principles & regulations of occupational health & safety, to follow all instructions & guidelines given by superiors in this respect.
- To take care of the proper technical condition of machines, devices, tools & equipment, as well to keep the workplace neat & tidy.
- To use collective protective equipment, as to use individual protective equipment, working clothes & safety footwear in accordance with their intended purpose.
- Fed raw materials into machines.
- Maintained knowledge of industry policies and procedures to set up and operate equipment safely.
- Performed inspections and routine maintenance on equipment.

2014-06 - 2017-06

## **Machine Operator**

*Crown Package Co., Ltd., Chiba Ken, Japan*

- Complied with company and OSHA safety rules and regulations.
- Kept detailed production records and identified hold-ups.
- Monitored machines during operation to detect sounds of malfunction or excessive vibration and adjusted machines to eliminate problems.
- Maintained equipment performance by lubricating and cleaning components.
- Fabricated Cartons, boxes & other paper products from laminated, corrugated, or plain paperboard materials.
- Input the the design the size of the computer
- Feeds blank or paperboard sheets into machines glue them or folds blanks along scored lines & tapes edges together to form cartons
- Assembles & Fits slotted pieces together to form partitions for cartons.
- Pack, weigh & label completed items for shipment or storage.
- Identify & dispose of defective items.
- Keep complete records of all materials that go through the warehouse Maintain a clean work area.

## **Education**

2008-04 - 2010-08

## **Computer Hardware Servicing NC II**

*Northlink Technological College - Panabo City, Davao Del Norte, Philippines*