

Jhoan Kenneth Oliverio

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PROFESSIONAL SUMMARY

Proactive employee with expertise in logistics, warehouse management and shipping process. Competent professional with vast work experience at manufacturing industries. Exceptional leadership skills. Aspiring to achieve long-term success and create impactful workplace. This also allows me to utilize my communication skills to build meaningful, trusting relationships that exceed company and client demands. A good multi-tasker and productive employee with top strength in producing quality outcomes through leadership and hard work.

SKILLS

- Efficient Interpersonal Skills
- Strong Organizational and Multi-tasking
- Leadership and Management Skills
- Team Player
- Computer and Software Literate
- Strategic Initiatives
- Willing to work under pressure
- Multidisciplinary teamwork
- Knows how to delegate
- Flexible and Reliable

WORK HISTORY

- January 2024 to Current **Steel Asia Manufacturing Corporation** Compostela Cebu, Philippines
Distribution Coordinator
- Refined and improved product transport and storage processes.
 - Ensured alignment by reconciling shipment data between multiple systems.
 - Negotiated rates and contracts with transportation and logistics providers with favorable outcomes.
 - Set departmental KPIs and reviewed ongoing performance of direct reports to meet business objectives.
- January 2021 to January 2024 **Alliance In-Motion Global Inc.** Cebu, Philippines
Distributor
- Negotiated contracts with clients to benefit both parties, adhering to company policies and procedures.
 - Contributed to company strategy objectives, improving workflow and services.
 - Creating engaging images, text and video content for social media, increasing product awareness and sales.
 - Trained and mentored in marketing initiatives to improve sales and operations.
 - Analyzed customer needs and purchasing trends to formulate sales strategies.
- December 2018 to **Cebu General Services - Assigned at Virginia Food**
Warehouse Assistant/ Encoder/ Cogon, Compostela, Cebu, Philippines

January 2021 **Inventory**

- Provided accurate stock reports to warehouse manager to allow for timely reordering and recording. Organized files, input and output reports and scanned documents into inventory management system.
- Carried out day-to-day warehouse duties with care and attention, maintaining compliance with safety standards.
- Restocked shelves with strict attention to detail, utilizing time management and organization skills to maximize efficiency.
- Created and maintained company records and used software to review and monitor data.
- Memorized essential product data, ensuring accuracy in warehouse duties. Accurately followed verbal and written directions.

EDUCATION

2018

Cebu Technological University

Danao City Cebu

Bachelor of Science in Industrial Technology: - Major in Computer

Training

On-the-Job Training - IT Help Assistant

2017-2018

Corbox Corporation Inc.