

Nilo Mangune Paras

15-9 Lao Drive Holy Angel Village Ph. 2,
Telabastagan, City of San Fernando, Pampanga 2000
09190029021
nilomparas@hotmail.com



Objective:

To acquire a challenging and responsible position in the management, supervisory and engineering field where my academic knowledge, work experience, skills and strong capabilities can be mostly utilized and advanced.

Education:

Bachelor of Science in Electrical Engineering

Holy Angel University (1988-1993)

Licenses Acquired:

Registered Electrical Engineer

Date Passed: June 1994

Organizations:

IIEE (Institute of Integrated Electrical Engineers of the Philippines)

Member (1997-Present)

Skills:

- Knowledge in Computer (Windows Applications, Software Installations and Troubleshooting)
- Troubleshoots and repair computers (Hardware/Software), Monitoring & Protection Panel 69 KV and MVSG Panel and Other Electronic Appliances
- Drafting or Drawing

Seminar / Training:

- ***Fire, Earthquake & Bomb Threat Drill Seminar***
AMA Computer University (April 11, 2006)
- ***Training Effectiveness Program***
Kita Corporation (May 16 - July 25, 1998)
- ***Electrical Machine Design and Programmable Logic Control***
Holy Angel University (February 15, 1993)
- ***Developing the Corporate Culture through Values Formation***
Kita Corporation (February 5 - March 12, 1995)
- ***On the job training***
National Power Corporation - Area VI, SCPA (April 29, 1992 to June 10, 1992)

Work Experience/s:

- ***Project Engineer/Manager***
Pure and Pam Inc. (March 2013 – Present)

-Responsible for the management of certain projects like 69KV transmission lines and substation.

-Supervise electrical works of Substations, Residentials/Commercial Buildings based on Philippine electrical code.

-Supervise electrical wiring connection of control panels for 69KV and 13.8KV Switchgear Substation for Monitoring, Control and SCADA Panels.

- ***Program Head***

AMA Computer University (April 2009 – September 2012)

-*Certified Test Administrator* of Testing Centers for PEARSONVUE, Prometric and Kryterion Host which caters certifications for CISCO System, Microsoft, and other certifications for professionals recognized internationally.

-Set-up and maintenance of Testing System for 5 Testing Centers.

-Provides technical support and assistance to other testing centers of AMA.

-Conducts mobile testing to all AMA campuses nationwide (41 Branches).

-Trains and certifies New Test administrators.

-Facilitate training and seminars conducted by the department.

- ***Technical Manager***

AMA Innovation (August 2001 – April 2009)

-Provides technical support for the repair of computers (Software and hardware) and other electronic equipment of the branch.

-Worked under the direct supervision of the Director (Assistant Vice President).

-Responsible for the overall functional and administrative supervision of the Reconditioning and Service Team (RAS).

-Assures that the tasks assigned to the team

are properly implemented, monitored, and accomplished on time.

-Analyzes overall team performance and detects any errors in the whole team operations and makes recommendation to correct such error for further improvement of RAS performance.

-*Officer in-charge of Operations and Support Group of AMA Innovations* to produce ETL Equipment and Special Project for AMAES.

- **Technical Liaison Officer**

AIWA Service Center (April 23, 2001 – August 15, 2001)

- Responsible for the study of technical problems experienced by the service center.
- Evaluates and conducts testing to assure that there are no defects on every new model of electronic appliances before it can be released to the market.
- Conducts seminars and training/s for new personnel for product features and specifications.
- Direct communication to AIWA Japan regarding problems encountered.
- Responsible for providing technical information to all branches nationwide.

- **Department Head (Supervisor)**

Response Incorporated (March 1997 – April 2001)

-Responsible for the concerns with the technical and assembly of audio, video, and television appliances

(Aiwa Brand).

-Responsible for the maintenance of the factory and its facilities such as production conveyor and electrical services.

- *Overall-in-charge of the department* (maintenance and product/process engineering).

- Guides and audits each member of the department to ensure smooth flow of work.
- Acts as substitute in the absence of one of the staff.
- Ensures proper guidelines and procedures

are implemented accordingly in the department.

- Leads and motivates his subordinates in increasing productivity in order to achieve the company's goal.

- Ensures finished goods are manufactured in conforming to their quality standards and specifications.

- Coordinates with all the staff and supporting groups to achieve smooth and shorter model change over time.

- Exercises disciplinary control on all the staff who violate company policies and regulations.

- Processes Planning, Time and Method Study, Line Layout and Facility Study, Line Balancing and Assembly Jigs Improvement.

Other Relevant Works:

- Trained at AIWA Electronics Malaysia for the preparation, set-up of production and management of VHS Production (April 1997)
- Worked as an Assistant Department Head (Supervisor) at KITA Corporation from May 1996 – February 1997.
- Sent to Shenzhen, China to help and support our sister company for the initial set-up, preparation and mass production of mini component audio products from May 1995 – May 1996
- Sent to AIWA Electronics Malaysia and AIWA Singapore Ltd. for the technical & mechanical assembly and management training to produce audio products from December 1994 – February 1995.
- Worked as a Quality Control Inspector at Red Clover Consultant-Pilipinas Shell Petroleum Corp.

Character References:

1. **Engr. Monchito M. Albano**
General Manager – Pure and Pam Inc.
09228976300
2. **Engr. Ceferino Bingcang Jr.**
Substation Manager – Angeles Electric Corporation
09989818314

I hereby certify that the above information is true and correct.

Nilo M. Paras

