

WORK HISTORY

FREELANCE VIDEO EDITOR

Smart Virtual Staff, August 2020 - Present

- Edit and repurpose videos depending on client requirements.
- Create short videos for Facebook, Instagram or YouTube.
- Polish videos used in courses from different coaches.

MANAGER AND VIDEO EDITOR

Monochrome Studio, Aug. 2018 to Present

- Manages schedules of booked events.
- Attends client meetings for wedding and other events.
- Manages social media (FB and IG) page and Youtube Channel.
- Processes business permit and tax payments.
- Trims and edits video clips for audio and video presentation.

ELECTRICAL MAINTENANCE SPARES ENGINEER

SteelAsia Manufacturing Corporation, May 2017 to Aug. 2018

- Assisted Maintenance Planner for the next schedule of Preventive Maintenance.
- Checked activities of electrical personnel to monitor movement and withdrawal of spares.
- Prepared monthly update of spare parts list.
- Prepared Purchase Requests according to mill and project requirements.
- Set and implemented procedures in spares management and control.
- Assisted Manager and Supervisor in monitoring and making monthly and annual budget for MNS (Materials and Supplies) and RNM (Repair and Maintenance).
- Identified strategic/safe locations for spares to have easy access and quicker response during mill and other problems.

ELECTRICAL MAINTENANCE STAFF ENGINEER

SteelAsia Manufacturing Corporation, July 2015 to May 2017

- Consolidated all checklists from electrical personnel and ensure that all data are complete.
- Assisted Supervisor and Maintenance Engineer in spares management and control.
- Prepared Purchase Requests according to plan and actual inventory
- Identified materials and consumables for stock item with corresponding ordering quantity and stock levels.
- Checked schedules of all electrical maintenance personnel in the timekeeping system for discrepancies and summarized reports to be submitted to HR.
- Consolidated daily power consumption report.
- Prepared annual office supplies budget of the department.
- Prepared monthly performance report of the department (Analysis of Data).
- Incharge for the ISO documentation of the department.



ROCHELLE MAE A. YU

ELECTRONICS ENGINEER / VIDEO EDITOR

PROFILE SUMMARY

Experienced Spares and Staff Engineer with a demonstrated history of working in the Rolling Mill Industry and Plastic Manufacturing Industry. Knowledgeable in basic AutoCAD, Microsoft Word and Excel. Strong engineering professional with a Bachelor's Degree focused in Electrical, Electronics and Communications Engineering from Holy Cross of Davao College, Inc.

Skilled in video shooting and editing for weddings, birthdays and corporate events. Uses Adobe Premier Pro, Audition and After Effects as editing tool.

CONTACT DETAILS

 B15 L23 Narra Park Residences,
Brgy. Tigatto, Buhangin, Davao
City, Philippines

 yu.rochellemae@gmail.com

 +63917 316 8833

MAINTENANCE TECHNICAL STAFF

Macondray Plastics Products, Incorporated, Feb. 2014 to June 2015

- Consolidated all checklists from electrical and production personnel and ensure that data are complete.
- Monitored blown film extrusion machines and checks for issues.
- Communicated with supplier for communication errors of the blown film extrusion machine.
- Prepared ISO documentation for the department.

CASHIER

**Octagon Computer Superstore,
June 2012 to June 2013**

CASHIER

**McDonalds (Golden Arches Development Corp.,
June 2012 to June 2013**

ON-THE-JOB TRAINEE (320 hours)

PLDT-Philcom Panabo, 2009 - 2010

ACADEMIC HISTORY

HOLY CROSS OF DAVAO COLLEGE

**Bachelor of Science in Electronics and
Communications Engineering, 2006 - 2012**

- Dean's List Honoree, First Semester 2006

DAVAO DEL NORTE STATE COLLEGE

**Bachelor of Science in Information Technology,
2004 - 2006**

- Undergraduate, took 2 years of IT and focused on programming such as C++ and Visual Basic

REFERENCES

Engr. Leeman R. Aguirre

General Plant Manager

 SteelAsia Manufacturing Corporation

 LRAguirre@steelasia.com

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Kris C. Atop

Logistics Officer

 BDO Network Bank, Inc

 kdcanete@gmail.com

 +63947 562 7957

Raphael Gregor Banta

Lifestyle Photographer/Entrepreneur

 The Organic Studios

 raphaelbanta@gmail.com

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TRAININGS AND SEMINARS

Industrial Maintenance Management Systems

National Engineering Center, Juinio Hall, U.P. Diliman, Quezon City

August 23-25, 2017

Basic Scada System and Electrical Plan Design for Commercial Building

IIEE - Davao Chapter, Grand Menseng Hotel, Davao City

March 31, 2017

Innovative Approaches in Process Automation and Quality Assurance

Phil. Iron & Steel Institute / Southeast Asia Iron & Steel Institute, Oakwood Premier, Joy-Nostalg Center, Manila

March 3, 2017

Predictive Maintenance and Condition Monitoring

National Engineering Center, Juinio Hall, U.P. Diliman, Quezon City

December 7-9, 2016

Electronics System Green Solution thru Building Management Systems

IECEP - Davao Chapter, El Bajada Hotel, Davao City

February 27, 2016

ISO 9001:2008 Process Based Internal Auditing

Neville-Clarke Philippines, Inc., Macondray Plastics Products Davao

April 7-8, 2015

Solar Energy Photovoltaic (PV) and Energy Management Systems (EnMS) - Primer

IECEP - Davao Chapter, El Bajada Hotel, Davao City

March 21, 2015

Network and Data Security

IECEP - Davao Chapter, Paternos Place, Davao City

July 19, 2014

Refresher Course on Internal Audit Based on ISO 19011:2011

Rosehall Management Consultants, Inc., Macondray Plastics Products Davao

April 22, 2014

SMART Wireless Broadband Module 2 (VPN & IP Video Technology)

SMART Communications Inc (SMART Wireless Engineering Education Program), Holy Cross of Davao College

October 19-20, 2010