

Rustan Liwag Villena

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I. Certification

Registered Safety Officer 2

Accreditation Number: 72587-070322-023
Issued By: Department of Labor and Employment

Defensive & Practical Driving

Accreditation Date : October 17, 2020
Issued By : TESDA & Top Choice Training & Assessment Center

Defensive Driver

Certification Date : March 11, 2019
Issued by: Optimal Laboratories Inc.

Fire & Earthquake Drill

Certification Date : Feb. 2, 2019
Issued by: Optimal Laboratories Inc. **Receiving & Issuance of Parts/Components**

Issued by: Sohbi Kohgei (Phils.) Inc.
Issued date: August 15, 2002

Basic Food Hygiene Training Course

Issued by : Boecker Food Safety (UAE)
date : September 2, 2008
Issued at : Dubai, UAE

Certification Course for Drinking Water Sampler

Certificate No. : WSC-NRL-2019-0323
Issued Date : March 12, 2019
Issued by: National Reference Laboratory

Water & Food Sampling for Microbiological Analysis

Issued Date : October 20, 2018 Issued by:
Optimal Laboratories Inc.

Water & Wastewater Sampling Procedure

Issued Date: November 22, 2017 Issued
by: Optimal Laboratories Inc.

Basic Warehousing

Issued by: Sohbi Kohgei (Phils.) Inc.
Issued date: August 15, 2002

Basic Inventory Taking

Issued by: Sohbi Kohgei (Phils.) Inc.
Issued date : August 15, 2002

Basic Food Hygiene Training Course

Issued by : Pillsbury Consulting Issued
Issued date : February 2, 2011
Issued at : Cravia Training Centre, Dubai UAE

Special Skills

II.

- Proficient in Microsoft Office including Excel, Word and PowerPoint.
- Aconex Construction Project Management Software
- Fuel Integrity Management System (FIMS)
- Defensive Driving
- Ability to work under pressure and self-motivated

III. Work Experience

1. Rentokil-Boecker Pest Control LLC – (January 30, 2024 – Present)

Field Service Technician

- Inspect buildings and the surrounding environment for signs of pest infestation
- Determine the type of treatment needed to eliminate pests
- Take the required measurement of the area in need of treatment
- Estimate the cost of services rendered to clients or customers
- Use different pest control methods such as the setting of traps or baits to remove or kill pests
- Apply pesticide safely in buildings or structures and the surrounding environment

1. SGS Philippines Inc. – (Sept. 19, 2019 – Sept. 21, 2023)

Fuel Marking Technician

- Ensures that all the necessary forms, materials, equipment, and/or other requirements needed to perform the job are complete and prepared before proceeding to the work site.
- Checks that all equipment necessary to carry out the inspection/sampling activities are in good working condition prior to use and in valid calibration status.
- Coordinates with clients on schedules, ensures availability of required documents and that these are in order, and assesses all other information pertinent to the job.
- Conducts marking of cargo according to company standards, procedures and client requirements or agreed job scope and specifications.
- Provides feedback and updates on the status or progress of the job to his immediate supervisor on a regular basis.
- Interface with client's and/or terminal representatives during marking activities to ensure and maintain good communication and smooth operation.
- Ensure that marked fuel samples are properly and completely labeled prior to submission to the laboratory analyst for marker test
- Comply with the vessel and terminal rules and safety regulations.
- Signs field inspection reports based on the fuel marking activities. • Signs documents specified only by immediate supervisor.
- Ensures compliance to the Group and national policies including but not limited to the maintenance of the Quality Management System
- Operating to the highest standards of ethics, in accordance with the SGS Code of Integrity.
- Performs other related duties as may be assigned to achieve respective section's goals or for own personal, or professional training, education or development as programmed by the immediate supervisor.

2. Optimal Laboratories Inc. – (January 3, 2018 – July 8, 2019)

Field Sampling Technican

- Perform laboratory and field tests to monitor the environment and investigate sources of pollution, including those that affect health, under the direction of an environmental scientist, engineer, or other specialist.
- Collect samples of gases, soil, water, and other materials for testing.
- Collect samples from different bodies of water and secured in a box full of ice for laboratory test and analysis.
- Collect drinking water as per Microbiological Procedure for testing as per requirements of Department of Health and Department of Environment and Natural Resources.

3. Icons Coffee Couture – (December 26, 2016 – October 15, 2017) **Shift**

Supervisor

- Oversee the cafe's daily operations as part of the overall coffee shop supervisor duties and responsibilities

- Train new workers on how to make the range of coffee drinks
- Show employees how to properly start, use and clean the coffee-making equipment
- Coordinate with vendors and order supplies, as needed (like takeaway cups, coffee, milk and other ingredients)
- Maintain updated records of daily, weekly and monthly revenues and expenses
- Add new menu items based on seasonality and customers' preferences (for example vegan coffee drinks)

4. Volada + Silya Design Co. (January 15, 2012 – August 30, 2016)

Warehouse Officer

- Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap, label, ship)
- Receive and process warehouse stock products (pick, unload, label, store)P
- Perform inventory controls and keep quality standards high for audits
- Keep a clean and safe working environment and optimise space utilisation
- Complete diary logs into inventory
- Report any discrepancies
- Communicate and cooperate with supervisors and coworkers
- Operate and maintain preventively warehouse vehicles and equipment
- Follow quality service standards and comply with procedures, rules and regulations

IV. Personal Data

- **Nationality** : Filipino
- **Date of Birth** : November 2, 1981
- **Place of Birth** : Batangas City Philippines
- **Civil Status** : Married
- **Religion** : Catholic
- **Language** :English & Tagalog

V. Educational Background

Tertiary	STI College Diploma in Computer Programming 1998-2000
Secondary	Batangas National High School 1994-1998
Primary	Sta. Rita Elementary School 1988- 1994

VI. Character References

Available Upon Request.