

LOVELY R. CABALLA

Cantao-an, City of Naga, Cebu, Philippines ☎ C. +639565373758 ✉ e-mail add.
caballalovely60@gmail.com

PROFESSIONAL SUMMARY

Meticulous Quality Control and Assurance personnel effective at monitoring incoming materials, in-process and finished products and confirming specifications, conducting visual and dimensional measurements and returning rejected products for re-work.

Working in Quality Assurance Department with more than 10 years' experience in quality inspection. Consistently exceeds company standards, and productivity goals.

SKILLS

- ☑ Methodical and organized
- ☑ Data interpretation and analysis
- ☑ Statistical analysis
- ☑ Sampling methodologies
- ☑ Certified Inspector
- ☑ Calibration equipment validation
- ☑ Knowledgeable in TIMS software
- ☑ Knowledgeable in various measuring instruments
- ☑ Knowledge in Internal Auditing (IMS)
- ☑ Knowledge in Photoshop
- ☑ Experience in Digital Printing Services

SEMINARS AND TRAININGS

- Statistical Process Control (SPC)
- ISO 9001 & ISO 14001 Integrated Management System (Quality & Environmental) Awareness
- ISO 9001 & ISO 14001 Integrated Management System Internal Auditing
- ISO 9001 Audit Technique Enhancement

WORK HISTORY

- **Technical Sales Manager**, January 2023 to February 2024

Anilson Packaging Solutions Inc. - City of Naga, Cebu, Philippines

- Developing and implementing strategic plans for the company's sales goals, including increasing market share and growing the customer base
- Meeting with clients to determine their needs and preferences and explaining products and services offered by the company
- Preparing proposals and contracts to help secure new business opportunities
- Establishing relationships with suppliers to ensure that they have the latest information about products and services offered by the company
- Identifying opportunities for new products, services, or applications that will increase revenue or improve efficiency in operations
- Ensuring that all staff members are trained on product knowledge and customer service skills
- Maintaining relationships with existing clients to ensure continued satisfaction with products and services
- Coordinating with sales staff to schedule appointments or demonstrations with potential clients
- Conducting market research to identify new opportunities for products or services

- **Quality Assurance Head**, March 2017 – December 2020

Anilson Packaging Solutions Inc. - City of Naga, Cebu, Philippines

- Analyses testing results and the frequency and severity of products defects and quality lapses.
- Confirm and sign off on daily quality control (QC) records, test results and procedures.
- Confirm that instrument performance and calibration for laboratory equipment are met.
- Confirm that manufacturing processes are performed in line with established standards and organizational policies
- Gather data and prepare quality metric report.
- Guide sample collection activities according to procedure and take actions for abnormal occurrences which affect sampling conditions.
- Guide testing activities to ensure correct testing volumes, conditions and processes are employed.
- Implement the organization's operational excellence model for laboratory work.

- Implement validation processes for production lines and review processes for products and packaging quality.
- Monitor critical points in QC processes.
- Perform inspection and tests in laboratory infrastructure and equipment.
- Perform internal audit and analyze possible issues to develop corrective actions to resolve them.
- Plan and monitor daily and monthly testing schedules and ensure samples are analyzed within targeted plans.

- **Sole proprietor**, November 2017- present

Imprinta Print House, City of Naga, Cebu, Philippines

- Creating business plan and strategy
- Keeping track of finances and accounting
- Handling legal and compliance responsibilities
- Managing marketing and sales
- Ensuring outstanding customer service
- Managing day-to-day operations
- Addressing machines and equipment issues

- **Sr. QA Engineer**, August 2015-January 2016

Dedon Manufacturing Inc-Mandaue City, Cebu, Philippines

- Reviews and validates requirements and technical specifications.
- Develops and executes test plans and detailed test cases based on requirements and/or customer feedback and prioritization.
- Documents results; offer observations or improvements after analysis of test results and overall product quality.
- Collaborates with research and development team on verification and validation of testing.
- Communicates professionally at all levels within and outside of the organization.
- Supports, designs, develops and enhances test processes and reporting for QA processes.
- Mentors and provides training assistance to QA Engineers.

- **Quality Control Supervisor**, March 2009 to June 2015

Tokyo Microshaft Corporation (TMC)-NCTO, Lot 1, block 6, Cantao-an, City of Naga, Cebu

- Oversees and monitors the inspection and testing of materials, parts and products to ensure adherence to established quality standards.
- Establishes inspection protocols, defines sampling procedures, and determines equipment and mechanisms to be used in the testing process.
- Recommends changes in specifications of materials, parts, and products based on inspection results.
- Formulate and revise quality control policies and procedures.
- Suggests improvements to process.
- Develop monthly reports showing inspection and audit performance and improvement opportunities.
- Evaluate and recommend alternative auditing procedures for continuous improvement.
- Support production leads and operators for interpretation and methods following set standards.
- Conducts meetings regularly with inspection and audit team to help consistency in teamwork.
- Involve in team driven actions to help improvements.
- Interpret and support quality policies and implement guidelines to ensure compliance with quality standards and documents.
- Develop and maintain QA programs complementary to enterprise quality system, corporate objectives and policies.
- Perform as ISO representative to head quality program.
- Supervise and review corrective solutions and prevent action claims.
- Interpret quality control system to people within organization.
- Develop new methods to resolve problems occurring during QA activities.

EDUCATION

Expanded Tertiary Education and Equivalency Program

Bachelor of Science: Industrial Engineering (2014-2015)

University of San Jose- Recoletos- Magallanes St. , Cebu City

Bachelor of Science: Industrial Engineering, up to 2nd year

University of San Jose- Recoletos- Magallanes St. , Cebu City

Secondary: Minglanilla National Science High School

Poblacion, Ward 1, Minglanilla, Cebu