

TEODORO P. VICERAL



STORE SUPERVISOR

Adeptly coordinated the full spectrum of daily business activities encompassing inventory control, purchasing, budgeting, advertising, pricing, merchandise displays, quality assurance, and vendor relations.

MACHINE OPERATOR

Offers exceptional skills in operating different types of machinery in order to orchestrate a smooth flow of production process.

HIGHLIGHTS OF QUALIFICATIONS

- Over 6 years' successful experience in operating different kinds of machines in a factory environment
- Specialized courses in factory machine functioning and handling
- Highly skilled in the safe and efficient use of tools
- In-depth knowledge of machine setting and tendering procedures
- Hands-on experience in PCB routing and shaping operations

PROFESSIONAL SKILLS

- Proven ability to work according to manuals
- Able to produce best results on a tight schedule
- Precise and detail oriented
- Good mechanical aptitude
- Excellent hand-eye coordination

WORK EXPERIENCE

2008 – to present EDITH STORE Taytay, Rizal Philippines

Store Supervisor

- Implement marketing and sales plans of the store
- Direct and supervise all activities of store personnel
- Help the customers with their demands, suggestions and complaints
- Communicate with the administrator concerning the sales, employees and other related matters
- Assist other store workers to accomplish sales targets
- Distribute day-by-day tasks and orders to employees
- Check the products before opening and closing of the store

2005 – 2008 UNIMICRON TECHNOLOGY CORP. Taoyuan, Taiwan, R.O.C.

Machine Operator

- Operate production machinery in a safe and efficient manner
- Perform safety and maintenance checks regularly
- Clean equipment and tools appropriately
- Train new employees in machine operation activities
- Meet production quotas by managing workload effectively

2002 – 2005 UNIMICRON TECHNOLOGY CORP. Taoyuan, Taiwan, R.O.C.

Production/Machine Operator

- Set up and maintain equipment that led to the most minimized change-over time within 3 years
- Coordinate with team members to maintain quality of production operations
- Complete all production processes in agreement with the Quality Management System and ISO directives
- Plan and coordinate with peers /supervisors to ensure safe operations and environmental compliance
- Performed preventive and regular maintenance on production equipment and machinery
- Carried out minor mechanical repairs
- Ensured quality goals are achieved and downtime of equipment is minimized
- Handled set up and changeover tasks effectively
- Maintained production lines and equipment to a high level of sanitation

EDUCATION

Bachelor : AMA Computer College
Makati City, Philippines
Bachelor of Science in Computer Engineering
2000