



# JAD PAULIN MENDOZA

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Room 106 Sedra bldg Muraqqabat Deira Dubai

## OBJECTIVE

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To contribute to the success of an organization by fully utilizing my skills, experience and knowledge gained in a position that offers increasing level of responsibilities

## EXPERIENCE

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July 2019 -  
August  
2022

- **PRODUCTION SUPERVISOR**  
ALFAISAL GROUP  
Processing purchase orders  
Handling correspondence  
Maintaining Branch supplies and inventory  
Tracking timecards

October  
2016 -  
January  
2019

- **PRODUCTION AND MAINTENANCE TEAMLEADER/LEAD OPERATOR**  
Detpak Packaging Philippines inc.  
Develop a strategy the team will use to reach its goal Provide any training the team members need  
Communicate clear instruction to team members  
Operate, Troubleshoot, Repair and Maintain Paper packaging Machine and auxiliaries

October  
2009 -  
October  
2016

- **OFFICER IN CHARGE/PACKAGING TECHNOLOGIES(QUALITY CONTROL ANALYST, MAINTENANCE, OPERATOR)**  
Pepsi Cola Products Philippines inc.  
Checking of Liquid before liquid, packaging Materials  
Product plan and product specifications  
Maintaining good house keeping and monitoring  
Good Manufacturing Practices  
Monitor team members participation to ensure the training they are being provided is being put into use, and also to see if any additional training is needed  
Manage the flow of day-to-day operations  
Create reports to update the company on the teams' progress  
Distribute reports to the appropriate personnel  
Operate, Troubleshoot, Repair and Maintain Machine and auxiliaries

February  
2008 - July  
2009

- **MAINTENANCE TECHNICIAN**  
Leaf pack Unilever Corp.  
I am assigned to maintain and repair the organization's production equipment and other machinery(e.g., Liquid Filling Machine for flexo and bottles conveyors, packaging).

October  
2007 -  
September  
2008

- **SERVICE CREW**  
Jollibee Foods Corporation  
Help/Assist for inventory And stocks  
And assist Customers needs  
Clean table and arrange chairs

## REFERENCE

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- **Melody Lorenzo - "INDOGUNA Dubai LLC"**  
CUSTOMER SERVICE EXECUTIVE  
cs2@indoguna-dubai.ae  
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- **Godfrey Ramos - "Al Faisal Plastic "**  
Quality Control Analyst  
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