



WILMER LOBERIO MORALES

📍 Dubai, UAE 📞

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PROFESSIONAL SUMMARY

EXECUTIVE SUMMARY - Effective and dynamic in interfacing with multinational environment, with good reputation as good worker, result oriented with minimum supervision, a record of dependability, open to challenges that opportunity can offer

EXPERIENCE

TECHNICAL ASSISTANT/SUPPORT STAFF, 04/02/2023 UP TO 31/03/2024 ***MEDEX NASSER CLINIC LLC/MED SEVEN CLINIC, AL QUSAIS, DUBAI U.A.E.***

- Ø Appropriately disposing medical waste products like syringes, hand gloves, face masks, sachets of tablets, etc.
- Ø Notify management of deficiencies or repairs required.
- Ø Stock and maintain supply rooms.
- Ø Wash and dry dental instrument.
- Ø Check Dental Room, GP Room, and Homeopathy Room.
- Ø Perform cash and cheque deposit in the bank.

MERCHANDISER/PACKER, 01/05/202 UP TO 20/11/2022 ***METRO MALL, PASAY CITY, PHILIPPINES***

- Ø Ensure that the shelves of the retail store are stocked with products and display's them according for the costumers.
- Ø Track inventory levels
- Ø Stock and maintain supply rooms.
- Ø Report any issues or shortages to the management.
- Ø Ensure that store, shelves are stocked with the right types or quantities of products.
- Ø Display, arrange and price and rotate products in the store.
- Ø Maintain store shelves by removing dated and damage Product.
- Ø Monitor store inventory based on sales and intake.

GROUND SERVICE AGENT/STOREKEEPER, 02/2015 - 04/2022 ***MACROASIA AIRPORT SERVICES CORPORATION, PASAY CITY, PHILIPPINES, Philippine***

- Ø Safely lift, load, unload and transport baggage, mail and cargo from aircraft to airport.
- Ø Maintain on-time connections by guiding aircraft to and from gate positions.
- Ø Protect baggage and other equipment from damage, loss and weather conditions.

COMPANY DRIVER/OFFICE BOY, 07/2008 - 01/2011
AQUA QUEST, PASAY CITY, PHILIPPINES, Philippines

- Ø Take instructions from supervisor regarding each day's deliveries or pick / drop services.
- Ø Take stock of designated vehicle and ensure that it is road worthy.
- Ø Check tires, engines and seatbelts to ensure that they are in good working order.
- Ø Make-certain that the vehicle's fluids are at optimal levels.
- Ø Clean car seats, rugs, dashboards and mats on a daily basis.
- Ø Assist in loading and unloading packages on trucks and vans.
- Ø Provide assistance with luggage and boarding to passengers.
- Ø Mentally chart out best possible route to reach desired destination.
- Ø Make use of maps and the GPS to assist in charting out actual routes.
- Ø Pick and drop company professionals from /to desired destinations
- Ø Make deliveries by maintaining correct knowledge of destinations and concerned contacts.
- Ø Assist in unloading packages and delivering to customers' doors.
- Ø Provide customers with receipts and take signatures.
- Ø Inform customers if delivered packages hold fragile contents.
- Ø Take and forward any complaints made by customers to the supervisor.
- Ø Drive back vehicle to the company by following strict timeline rules.
- Ø Change tires and make minor adjustments or repairs to engine or vehicle body during, before and after transit.
- Ø Perform general and preventative maintenance on vehicle by following scheduled timings.
- Ø Take vehicle to washing areas or wash them according to specific instructions.
- Ø Handle maintenance of vehicle air conditioning and heating systems.

PALLETIZER/WAREHOUSE ASSISTANT, 01/2008 - 07/2008
COLGATE-PALMOLIVE, VALENZUELA CITY, PHILIPPINES, Philippines

- Ø Operates console that controls automatic palletizing equipment to sort, transfer, and stack on pallets containers of finished products, such as sugar, canned vegetables, citrus juice, and cigarettes: Reads production and delivery schedules and stacking pattern to determine sorting and transfer procedures, arrangement of packages on pallet, and destination of loaded pallet.
- Ø Observes packages moving along conveyor to identify packages and to detect defective packaging, and presses console buttons to deflect packages to predetermined accumulator or reject lines.
- Ø Turns selector switch on palletizer to control stacking arrangement of packages on pallet and to transfer loaded pallet to storage or delivery platform.
- Ø Supplies loading equipment with empty pallets.
- Ø Stops equipment to clear jams.
- Ø Informs supervisor of equipment malfunction.
- Ø May keep record of production and equipment performance.
- Ø May operate DE palletizing equipment and be designated DE palletizer Operator
- Ø Operates console that controls automatic palletizing equipment to sort, transfer, and stack on pallets containers of finished products.
- Ø Reads production and delivery schedules and stacking pattern to determine sorting and transfer procedures, arrangement of packages on pallet, and destination of loaded pallet.
- Ø Maintains inventory records by adding or deleting items as they are issued or received.
- Ø Verifies, updates, and reconciles inventory information.
- Ø Performs physical inventory of warehouse and supply yard and reconciles record.
- Ø Determines proper floor and shelf location for supplies; ensures hazardous materials are stored safely.
- Ø Receives and unload freight; tags supplies and stocks shelves; delivers supplies to work areas.

Ø May supervise staff.

Ø May measure and mix chemicals and redistribute supplies. Ø May coordinate the sale or auction of surplus property.

MAINTENANCE, 01/2005 - 12/2006

AB BONIFACIO STEEL FABRICATION, QUEZON CITY, PHILIPPINES

Ø Keeping records of faults and repairs.

Ø Handling basic repairs and maintenance.

Ø Performs emergency repairs.

Ø Conducting routine inspections and premises and equipment

Ø Diagnosing mechanical issues and correcting them.

Ø Follow safety rules.

CORE QUALIFICATIONS

Problem Solving Skills, Critical Thinking Skills, Flexible, Team Work, Willingness to Learn, Hard Work, Creativity

EDUCATION

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES, PHILIPPINES, 1997

Bachelor of Business Administration

Quezon Camarines High School, Ragay, Camarines Sur, Philippines, 1996

Apad Elemenaty School, Apad, Ragay, Camarines Sur, Philippines, 1992