

LIENEL MARARAC FLORES

Address: Al Mulla Bldg, Al Karama Dubai UAE

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PERSONAL INFORMATION

Age: 36

Birthday: December 10, 1986

Birth Place: Olongapo City

Height: 171cm

Weight: 65 kls

Marital Status: Married

Nationality: Filipino

Language: Filipino, English

Driver's License code: 123

WORK EXPERIENCE

Company Name: **SERVICIO FILIPINO INC.**

Address: Angelique Square Bldg. Dau Mabalacat City Pampanga

Position: **COMPANY DRIVER / PURCHASER / LOGISTICS STAFF**

Duration: June 18, 2018 - March 20, 2023

Duties & Responsibilities:

- Responsible for providing personal driving services from Managers, office staffs and employees in a comfortable, safe and timely manner
- Do the purchase for our Janitorial Staff materials to use, materials for our Building maintenance
- Purchase Office Supplies for our daily needs
- To handle the collection payments from our clients
- Time keeping
- Salary distributions of our employees assign to different clients/companies

Company Name: **YOKOHAMA TIRE PHILS INC.**

Address: 7111 Talimundok Dau Mabalacat City Pampanga

Position: **FORKLIFT OPERATOR**

Duration: April 2016 – August 2017

Duties & Responsibilities:

- Operate a forklift wth finsh product tires for ready to shipment
- Load and unload different sizes of tires to pallet and move finish goods to warehouse

storage area.

- Meeting quota
- Check and report damages items and move separately to designated departments
- Making an inventory using intermec (barcode scanner)
- Checking the D-log system indicating clients order

Tools/Materials/Equipment/Machine used:

- - Intermec D-Log
- -Forklift

Company Name: **SM CITY CLARK (MR. LEE)**

Address: Clark Freeport Angeles City Pampanga

Position: **SALES ASSOCIATE**

Duration: 2015 - 2016

Duties & Responsibilities:

- Welcoming Customers
- Maintaining floor appearance
- Visual Merchandising
- Managing inventories
- Assist customers in locating products

Company Name: **HLD STEEL PIPE CO., INC.**

Address: NAIA Gateway Clark Freeport Mabalacat City Pampanga

Position: **TRACTOR AND FORKLIFT OPERATOR**

Duration: February 2012 – June 2015

Duties & Responsibilities:

- Operate a forklift and Tractor to transfer steel pipes from other department
- Performs tasks associated with moving goods from one place to another
- Check quality of our products before transfer for shipments
- Transfer different sizes of pipes from one storage to another
- Checking goods and inventory
- Load and unload ready to ship packages

Company Name: **MULTI-TEK FASTENERS INC.**

Address: Bldg N7025 Gil Puyat Avenue, Clark Freeport Zone, Mabalacat City Pampanga

Position: **MACHINE AND FORKLIFT OPERATOR**

Duration: October 2011 – February 2012

Duties & Responsibilities:

- Operate a forklift where all finished screw products will be place in storage designated areas
- Making an inventory of screws in barrel after placing them in designated areas

- Check quality of products before exporting
- Recording changes to schedule shipments
- Unloading incoming shipments from shipping trucks and transporting to warehouse

Tools/Materials/Equipment/Machine used:

- -Forklift
- -Over hand Crane

Company Name: **SM CITY CLARK (DICKIES)**

Address: Clark Freeport Angeles City Pampanga

Position: **SALES / WAREHOUSE STAFF**

Duration: 2008 - 2010

Duties & Responsibilities:

- Sort , organize and store inventory in proper location
- Maintaining floor appearance
- Package item and label correctly
- Scan delivered items and ensure quality
- Report damaged or missing inventory to supervisors

EDUCATIONAL BACKGROUND

Elementary:

School Name: Lourdes Elementary School

Address: Lourdes Dapdap Bamban Tarlac

Duration: June 1995 – March 2001

High School:

School Name: Dapdap High School

Address: Dapdap Bamban Tarlac

Duration: June 2001 – March 2005

TRAININGS AND SEMINARS ATTENDED

School Name: Computer Resource and Training Center

Course/Training Taken: Basic Computer Literacy Training

Location: Municipal Hall Dapdap Bamban Tarlac

Duration (Month & Year): June 16 – October 3, 2008

I hereby certify that the above information is true and correct to the best of my knowledge and belief.



Lienel M. Flores

APPLICANT