



Romario Virgin

Office Assistant

Contact

Address

Dubai, UAE 00000

Phone

0527812410

E-mail

romariovirgin99140@gmail.com

Skills

Design principles

Issue Analysis

Project Management

Assembly and production

Languages

English



Advanced (C1)

Hindi



Advanced (C1)

Tamil



Bilingual or Proficient (C2)

Malayalam



Advanced (C1)

Work History

2021-09 -

2023-09

Technician

Jbsc Technical Services Llc, Sharjah

- Performed complex mechanical alignments and equipment calibration to meet quality standards.
- Organized work to meet demanding production goals.
- Completed job reports and logs immediately following service calls.
- Maintained quality assurance and customer satisfaction objectives.

2021-01 -

2021-08

Supervisor

Hidhayath Stainless Steel Private Limited , Dubai

- Mentored newly hired employees on operating equipment and safety and developed training manual to use for reference.
- Created successful work schedules for each team member to maintain deadlines and fully staff shifts.
- Maintained compliance with company policies, objectives, and communication goals.
- Enforced rules and regulations outlined in company manual to set forth expectations comprehensibly and consistently.

2019-11 -

2020-11

Operator

Hanil Tube Private Limited , Chennai

- Inspected machine parts with measuring tools.
- Provided on-the-job training to newly hired workers and team members.
- Fed raw materials into machines.
- Kept accurate records of defective units or products.

Education

Secondary School

Mar Gregorious Matriculation School - TAMILNADU, INDIA

2015-06 -

2019-04

Bachelor Of Engineering: Mechanical Engineering

Dmi College of Engineering - Chennai, INDIA

2013-06 -

2015-06

Higher Secondary School: Maths Biology

Pius XI Higher Secondary School - Tamilnadu, INDIA