

ARNOLD C. TAPANG

Present Address:

Al Saad St., Doha, State of Qatar

P.O. Box 3973

Mobile No.: 00974-7004-7336



Position Applying For:

Disc/Cable/TV Installer/Technician or any position that is suitable to my qualification.

Objective:

To explore my knowledge and utilize my skills and capabilities as well as meet different people in different level of the organization who will help me gain more knowledge and experience. To have a career that will enhance my skills and will give a good entry level to my future as an active contributor to the success of the company. Willing to assign task if the company requires and willing to be trained in any position that the company offer.

Key Qualifications:

- Over 5 year experience as a **Disc/Cable/TV Installer/Technician** at Star Link Company, Doha. Qatar
- 4 years experience as a **Waiter** from Hotel Gracelane, Philippines and 4 years and 9 months as a **Telephone Technician** from O&M Directorate, King Khalid Military City, Hafar Al Batin, K.S.A.
- 2 years as **Electronic Technician** from Tosh World, Philippines.

Experience:

Disc/Cable/TV Installer/Technician – Starlink / Ooredoo Company

From : April 21, 2007

Al Saad St, Doha, State of Qatar

To : 2019

Duties and Responsibilities:

- Disc installation for Nilesat, Arabsat, Hotbird and other signal
- Preparing/checking all the materials needed to use in installing the satellite Disc before proceeding to our assigned building/house location.
- Be punctual to the scheduled date and time written in the work order.

- Installed Disc in a proper position to get good and clear signal on their television screen for the satisfaction of the customers.
- Be polite, well respect and patient to our customer's.
- Make sure the Disc receiver is properly connected in all aspect.
- OOREDOO QATAR HQ2 Building Airport Road, Doha, QATAR
- PO Box 201213
- Date of joining: august 1,2013 – September 30, 2014 Reason for leaving: Contract Resignation
- Multi skilled Field telecom technician
- Designated as a single point of contact supporting both internal and external users.
- Evaluate, prioritize and resolve all telecommunications related issues.
- Daily installations of Direct exchange line, vdsl modem, iptv stb.
- Termination of direct exchange line from DP to Cabinet up to last point.
- Manage toll routing, ability to change full route if the circumstance arise.
- Manage and maintain systems integration
- Develop Standard Operating Procedures for switch administration
- Preventative and remedial maintenance of supported telephony products.
- Work with selected maintenance solution advisor(s) to ensure timely resolution of service affecting issues.
- Works with Customer Service Representatives for appointed schedule to ensure prompt fulfillment of client orders.
- Completes all move, adds, changes, patches and cross connects throughout all facilities.
- Provide the Customer with unmatched professionalism.
- Can work and able to coupe up on a fast paced work environment

Waiter - HOTEL GRACELANE

From : July 10, 2002

San Agustin, City of San Fernando,

To : December 31, 2006

Pampanga, Philippines

Duties and Responsibilities:

- As a waiter in the hotel first and foremost duty, I should be doing to prepare and set the table by putting the table cloth, napkins and arranging the flower vase.
- Arranging the condiments in the assigned table.
- Ready myself to meet and greet customer entering the restaurant.
- Be presentable always when approaching customers.

- Patient always to get customers order as much as possible.
- Getting their order and pass their order slip to the kitchen area for ready preparation.
- Attending to customer complaints and suggestions.
- Cleaning the table after the customer finished eating.
- Do other related duties as assigned by my superior.

Telephone Technician	-	Operation & Maintenance
Directorate		
From : August 4, 1997		Ministry of Defense and Aviation
To : April 13, 2002		King Khalid Military City (KKMC)
		Hafar Al Batin, Kingdom of Saudi Arabia

Duties and Responsibilities:

- Updating weekly and monthly records for all telephones & pagers repaired.
- Receiving telephones call from customers informing their telephone/pager which is not working or out of order for repair.
- Install repaired/replaced telephone to customer residence.
- Laying of telephone cables in the proper arrangement.

Special Skills: With Qatar Driving License

EDUCATIONAL ATTAINMENT:

YEAR GRADUATED

University/College : Electronic Radio & T.V. Technician	1994 – 1996	
<u>Graduated</u>	Lorraine Technical Institutes	
	Angeles City, Pampanga	
High School : Sindalan High School	1990	–
1994	City of San Fernando, Pampanga	
Elementary : Sindalan Elementary School	1984	–
1990	City of San Fernando, Pampanga	

PERSONAL INFORMATION:

Nationality	: Filipino
Date of Birth	: January 17, 1977
Place of Birth	: City of San Fernando, Pampanga
Age	: 35
Height	: 5'5 1/2"
Weight	: 110 lbs.
Sex	: Male
Religion	: Roman Catholic
Status	: Married
Name of Spouse	: Vivian D. Tapang
No. of Children	: Two (2)

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

ARNOLD C. TAPANG