####

JEROME SALVINO VIEJO

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**Email Address:** **jirum23@yahoo.com**

**WORK EXPERIENCES**

**Position Merchandiser**

**Company** Nestle Qatar Trading/Brandaid

**Address** Doha, Qatar

**Employment** **Date** Dec. 2016 to Oct. 2022

**Key Responsibilities**

* Implement Nestle products according to the company planogram.
* Build and maintain relationships with appropriate customers in all accounts.
* Communicate with customers during service calls and respond to customer requests.
* Follow operational standard procedures that outline route schedules merchandising principles, rotating products regularly according to expiry, and front-facing product.
* Ordering and reporting out of stock products.

**Position Merchandiser**

**Company** Ali Bin Ali (Procter & Gamble)

**Address** Doha, Qatar

**Employment Date** August 02, 2015 to November 2016

**Key Responsibilities**

* Keeping in contact with existing customers in person
* Monitors expiry. FIFO procedure
* Oversees deliveries and displaying the items
* Ordering and Reporting out of stocks
* Planogram and Implementation

**Position SUPERVISOR**

**Company** MAF Carrefour Hypermarket A**ddress** Doha, Qatar

**Employment Date** June 02, 2010 to January 22, 2015

**Key Responsibilities**

* Keeping in contact with existing customers in person.
* Distributing tasks and duties
* Monitors expiry of fresh products. FIFO procedure
* Oversees deliveries and displaying the items
* Ordering **and** dealing with the suppliers.
* Planogram and Implementation
* Warehouse arrangement
* Supervising Inventory / Stock take of warehouse and selling area

**Position WAREHOUSEMAN**

**Company** SM Supermarket (main warehouse)

**Address** Paranaque City, Philippines

**Employment Date** February to July 2008

**Key Responsibilities**

* Unloads inventory from trucks.
* Helps ship merchandise to retail stores and other outlets.
* Checks item labels whether they are drawn correctly.
* Performs inventory on a regular basis.
* Puts merchandise on their proper shelves.

**Position** **NURSING ASSISTANT
Company** Ospital ng Palawan (Provincial Hospital)

**Address** Puerto Princesa City, Palawan, Philippines

**Employment Date** May 2006 to February 2007

**Key Responsibilities**

* Measure vital signs like blood pressure and temperature.
* Turn, reposition and move patients between wheelchairs, seats and beds.
* Maintain patients’ hygiene and change bedding.
* Serve meals and help patients eat their food.
* Help patients use the bathroom.
* Assists patients to the radiology area.
* Insert catheter and IV

**EDUCATIONAL BACKGROUND**

**Vocational**  GEFI Community College

**Address** Puerto Princesa City, Philippines

**Course** Healthcare/ Nursing Assistant

**Year Attended** 2005- 2006

**College** Fullbright College

**Address** Puerto Princesa City, Philippines

**Course** Bachelor of Science in Education

**Year Attended** June- September 2004 (First Semester)

**Secondary** Bagong Sikat National High School

**Address** Bagong Sikat, Narra, Philippines

**Year Attended** 2000- 2004

**Primary** Bagong Sikat Adventist Elementary School

**Address** Bagong Sikat, Narra, Palawan, Philippines

**Year Attended** 1994- 2000

**PERSONAL INFORMATION**

#  Birthdate January 28, 1987

#  Place of Birth Ilocos Sur, Philippines

#  Civil Status Single

#  Nationality Filipino

#  Religion Christian

#  Languages English and Pilipino

 **Passport** P1008660B

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

**JEROME SALVINO VIEJO**