

WILFREDO RONDILLA JAYLO
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DOHA QATAR
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Current Location: Qatar
Availability: I can start immediately after the notice period.

PERSONAL DATA

Age: 52
Date of Birth: Oct 5, 1973
Gender: Male
Civil Status: Married
Height: 170.22 cm
Weight: 75 kg
Nationality: Filipino
Religion: Christianity - Catholic

Permanent Address: BLK 21 LOT 43 PHASE 4C CASA MONTEVERDE, G.M.A. Cavite,
Philippines 4117

WORK EXPERIENCE

I have been working for 16.2 years.

- 1. Position:** COFFEE VENDING OPERATOR
Duration: July 01, 2018 Present
Company: DAILY CAFFE QATAR
Company Industry: Food and Beverage
Location: DOHA QATAR
Department: Job
Description: Responsible for handling numerous coffee vending machines in various locations in Doha. Performing day-to-day duties including collecting cash deposited in every coffee vending machines refilling machines with products, securing all machines are in good condition and working properly, fixing minor faults and cleaning. Reading daily machine statistics through mobile applications recorded data in every machine and completing the daily reports such as cash recording data, Monthly product and sales inventory and machine monthly reports. Carry out immediate repairs or spare parts replacement for the machine or data errors and perform quick selection tests for each hot drink. Machine installations for new potential customers in different establishments such as schools, offices, workshops, hotels, spa restaurants, hospitals, airports, malls, and government facilities or ministries.
- 2. Position:** POOL OFFICE COORDINATOR (RASGAS) May 30, 2013 — June 30, 2018
Duration: May 30, 2013 — June 30, 2018
Company: ABDULLAH ABDUL GHANI & BROS, CO. W.L.L (TOYOTA & LEXUS QATAR)
Company Industry: Transportation Services

Location	DOHA QATAR
Department: Job	Rent a Car
Description:	<p>In- charge of handling pool cars or rented vehicles that are used in transportation</p> <p>Of the authorized staff of Rasgas in various locations and events. Checking all requests raised by each staff for a vehicle with the approval of each department manager as well as the transport department in charge before handing over the vehicle. Keeping all data that appears during the movement of the vehicle using the in-vehicular monitoring system that automatically recorded in mixed telematics daily events such as over speeding, harsh breaking, accelerations, and entering a restricted area or danger zone. Checking of validation of individual borrowers on their license and defensive driving course date expiration that was issued to them as a procedure for safety rules and company standard procedure. Daily inspection of all pool cars' conditions and status such as car maintenance, fuel vehicle registration, or in any possible damage and traffic violation before and after being used repeatedly.</p>
COMMERCIALDRIVER(RASGAS) Jul	
3. Position:	20, 2011 - Feb 20, 2013 (1.6 yrs.)
Duration:	ABDULLAH ABDUL GHANI & BROS CO. W.L.L (TOYOTA & LEXUS QATAR)
Company:	Transportation Services
Company Industry:	DOHA QATAR
Location	Rent a Car
Department: Job	Responsible for the secure and efficient transport of all employees of Rasgas in their assigned area duty and comply with the policies and safety procedures inside the oil and gas plant including safety and speed limits in specific locations that have been set as a standard safety procedure for oil and gas industry.
Description:	
LIGHT DUTY DRIVER	
4. Position:	Jun 16, 2010 - Mar 21, 2011 (0.8 yrs.)
Duration:	MFD INTERNATIONALCORP.
Company:	Banking and Financial Services
Company Industry:	DHARAN K.S.A
Location	Transport
Department: Job	Division
Description:	In - charge of monitoring the conditions of essential documents of cars such as Bentley, Maserati, Hammer2, Ford expedition, Lexus 570, and BMW X5 to be able to maintain each car in good running condition.
PRODUCTION OPERATOR/TECHNICIAN Aug 7	
5. Position:	1997 - Apr 30, 2010 (12.7 yrs.) Company:
Duration:	
Company	ROHM MECHATECH PHILSINC
Industry:	Manufacturing / Production
Location	PTC Complex Carmona Cavite
Department:	STAMPING/ WASHING
Job Description:	LEADFRAME
	Operates and preserves machinery that produces various products in the semiconductor industry to be used in different electronic equipment such as computers appliances, vehicle atm machines, and communication. Collecting samples products and conducting an appropriate test using a magnifying glass for a larger image of the product to detect defects.

Handles production output of lead frame through lead frame washing machine or cleaner in compliance to set the standard and production schedule. Responsible for periodical machine maintenance such as various motor pumps cooling towers, carbon, and ion filters. Fiber carbon rollers, solenoid sensors and chemical duration, and machine shut down for maintenance. Troubleshooting and conducting effective solutions in some related machine errors that occur during operation to avoid delays and downtime. Collecting data of all frame types detected by the state-of-the-art CCD camera that had a product defect influences the quality of finished products and is subject to re-inspections evaluation to prevent customer claims or zero-defect target. Program making of different types of lead frames to ensure the quality of finished products before shipping out to customers.

6. Position: PRODUCTION ASSISTANT
Duration: Sep 16, 1992 - Mar 4, 1993 (0.5 yrs.) LAWS
Company: TEXTILE PHILS LTD., INC
Company Industry: Textiles / Garment
Location: VETERANS ROAD TAGUIG METRO MANILA T-
Department: Job SHIRT DEPT. / STOREROOM SECTION
Description: Responsible for issuing different buttons and threads in the dress assembly section, assisting in the delivery checking in the sub-con company.

EDUCATION		
	Highest Education	Second Highest Education
Education Level:	Vocational Diploma / Short Course Certificate	Vocational Diploma / Short Course Certificate
Education Field:	Others	Others
Course:	APPLIED ELECTRONIC	BASIC COMPUTER / ADOBE PHOTOSHOP
School/University:	TECHNICAL EDUCATION AND SKILL DEVELOPMENT AUTHORITY	POLO-OWWA
Location:	TAGUIG METRO, MANILA	DOHA, QATAR
Date:	Jan 1996 - Mar 1996	Jul 20 12 - Dec 2012

LICENSES/CERTIFICATIONS		
License/ Certification	License/ Certification	
	No.	Date
1. QATAR DRIVING LICENSE	27360812307	Dec 12, 2011 - Oct 21, 2026
2. SAUDI DRIVING LICENSE	2289667871	Aug 25, 2010 - March 24, 2020
3. PHILIPPINE DRIVING LICENSE	D04-98-120275	Feb 21, 2021-Oct 05, 2025
4. FOOD HANDLER CERTIFICATE		Dec 12, 2021 -Dec 12, 2022

SKILLS		
Skill	Yrs. of Experience	Remarks
1. FIRE SAFETY ALERT/SAFETY SPECIALIST	2005 2009	Using a fire hydrant, fire extinguisher, safety evacuation, and paging alert system.
2. DRIVING	1996 2025	Professional driving license with restriction code 12

TRAININGS/SEMINARS

Date	Topic/Course Title
Aug 17, 2011- Aug 17, 2011	Defensive driving RASGAS Safety training Section RASGAS Training Center (QATAR)
Jul 31, 2011- Jul 31, 2011,	Interactive Safety Induction RASGAS Safety training Section RASGAS Training Center (QATAR)
Jan 26, 2009- Feb 25, 2009	CCD program making and transfer/saving of defective images Rohm Mechatech Co, Ltd Kameoka-shi Kyoto 621 JAPAN
Sep 16, 2008- Oct 15, 2008	Washing preventive maintenance procedures Rohm Mechatech Co, Ltd Kameoka-shi-Kyoto 621 JAPAN
Dec 15, 2000- Jun 15, 2001	Stamping/washing process and CCD program making Rohm Mechatech Co. Ltd Kameoka-shi Kyoto 621 JAPAN

LANGUAGES SPOKEN

Language	Proficiency Level
1. English	Moderate

AVAILABLE DOCUMENTS

Passport Number:	P4285120B PHIL EMBASSY DOHA QATAR	Expiry Date:	JAN 03 2030
Place of Issue:	J400JWE037-MA29023433	Date of Issue:	JAN 03, 2030
NBI Number:		Expiry Date:	MARCH 26, 2019
Type:			
Police Certificate	Abroad / Doha	July 07, 2021 – March 27.2022	

REFERENCES

Ronnie P. Camarote	STORE DESIGNER (QATAR) VENINI ART LIGHT & ART GLASS Tel No.: +974 6622 8455 Email: sirgareth.knight@yahoo.com Relationship: BROTHER-IN-LAW
Kristine Talucod	EXECUTIVE SECRETARY QATARGAS Tel No: +974 5566 5494 Email: kristinetaluod@yahoo.com Relationship: FAMILY FRIEND

EXPECTED SALARY