



Domingo P. Malabanan Jr.

Position applied for: Maintenance Mechanic

Current Address: Street 47, Industrial Area, Doha Qatar

Phone no.: +974 70707345

Permanent Address: Brgy. San Roque, Sto. Tomas, Batangas

Email: dmalabananjr@gmail.com

Date of Birth: May 09, 1979

Nationality: Filipino

Passport no.: P7618666A

Passport expiry date: 26-November-2023

Professional Objectives:

- to secure a career opportunity with a challenging role in my chosen career, through acquiring further knowledge & training in your prestigious company. To further develop & improve my skill acquired over the years

Profile Summary:

***Dedicated Maintenance Mechanic with 9+ years' experience in servicing construction machineries, both Heavy and Light Equipment and Vehicles at Plant, Machinery & Vehicle (PMV) workshop & field sites. Skilled at Problem Solving, maintaining valued equipments / vehicles with a commitment to delivering top-quality service & surpassing customer expectations. Strong work ethic, Occupational health & safety compliant and open to further training.**

***Knowledge in MS Office- Microsoft Word, Excel & Power point**

***Excellent interpersonal relationship & communication skills with the ability to demonstrate significant maturity & professionalism**

Educational Background:

Education	School Year	School	Course /Curriculum
Vocational	1996 to 1997	AMA Computer Learning Center (Calamba Laguna)	Computer Service Technician
Secondary	1992 to 1996	Tanauan Institute	High School
Primary	1986 to 1992	Tanauan North Central School	Elementary

Employment History:

November 2013 to present

Maintenance Mechanic @ Aljaber Engineering Company WLL, Doha Qatar

Duties and Responsibilities (Job Description)

- * Perform routine / Preventive Maintenance procedures such as Vehicle/Equipment inspection, engine oil change, transmission and hydraulic oil change etc., changing filters for tipper and trailer trucks such as MAN and Mercedes & Heavy Equipment machines such as CAT, Komatsu Hitachi etc.
- * Greasing / relubrication using manual & automatic dispensing equipment & proper using of tools for servicing equipment/vehicle.
- * Service & Preventive Maintenance of Crusher Plant Equipments such as Gipo, Mc Closkey, Sandvik & Metso by lubricants oil change, conveyor bearing & main bearing greasing and engine air filter/ air breathers cleaning & service filter cartridge / element replacement.
- * Update scheduling systems, including adding notes to system & requesting work orders for maintenance repair activities.
- * Draining, Cleaning & refilling of Plant Equipment/Vehicle oil reservoirs.
- * Keeps the workplace clean before and after work and practice Occupational Health and Safety.

August 2009 to March 2012

Counter Crew / Cashier @ Mongolian Quick Stop Fast food Company, Philippines

Duties and Responsibilities (Job Description)

- * Greets & assists, receiving orders, finding the goods/products & serving the customers as per their requests.
- * Handle cash, credit, or check transactions with customers.
- * Receive payments, issue receipts, refunds & change to customers
- * Count money in cash drawers at the beginning and end of shifts to ensure that amounts are correct and that there is adequate change
- * Redeem stamps and coupons, make sales referrals, cross-sell products, and introduce new ones
- * In charge of the trainings for the newcomers in the store.

September 2004 to February 2005

Storekeeper @ Mariwasa Siam Ceramics, Inc. Philippines

Duties and Responsibilities (Job Description)

- * Receives & inspects all incoming materials & reconcile with purchase orders, receives & stores documents and maintain records.
- * Handles document storage & transportation of hazardous materials
- * Maintains the warehouse, records area & store area in a neat & orderly manner.
- * Receiving, storing, & tagging materials properly.
- * Supervise the daily activities in the warehouse operations, conduct physical inventory audit on all items

March 2000 to May 2003

Maintenance Operator @ SB Flex Philippines, Inc.

Duties and Responsibilities (Job Description)

- * Cleaning & maintaining work areas & machinery
- * Machine troubleshooting such as hole, rough cut & circuit defects
- * A good understanding of health & safety & basic hygiene rules

September 1997 to February 1998

Service Crew @ Jollibee Foods Corporation, Philippines

Duties and Responsibilities (Job Description)

- * Greets & assists, receiving orders, finding the goods/products & serving customers as per the requests.
- * Answering queries from customers & responsible for dealing customer complaints.
- * Being involved in stock control management such as stocking shelves with merchandise items.
- * Keeping the store tidy & clean, this includes hovering & mopping.
- * Reporting discrepancies and problems to the Supervisor.
- * Performing good customer service as part of the job.

Character References:

- **Ruben Amor** **Safety officer**
 Arabian Techical Services
 Tel. no.+97450345209
 Relationship: former coworker

- **Mario Rodeo** **Charge hand**
 Al jaber Engineering
 Tel. no. +97431194591
 Relationship: coworker

Declaration

I hereby affirm that the above-written particulars are true to the best of my knowledge and ability.

Domingo P. Malabanan Jr.