

Brendan Dasilva

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Relevant Experience

- Motivated self-starter capable of working independently and within a team
- Highly proficient computer skills and very comfortable learning new programs and softwares
- Strong work ethic with the ability to adapt on the fly and critically think through problems
- Receptive to training and dedicated to continuous learning
- Achieves acceptable standards of quality and respects standard project timelines and critical dates
- Clear and thorough in written and verbal communication
- Ability to multi-task and rotate between tasks while keeping organized

Work Experience

Guillevin International - Purchasing Coordinator (Electrical) **2020 to 2022**

- Daily purchase orders based on inventory reports, non-stock item sales and special discounts
- Using a high attention to detail when creating purchase orders to ensure all minimum standards are met to make a purchase the most economical for the company
- Working alongside sales team to ensure a healthy stock level and pinpointing gaps to fill
- Regular reviews of unsold stock reports and working with vendors on returns
- Updating sales team on shipping estimates, delays, order issues and new opportunities
- Daily cycle counts and inventory adjustments to keep stock up to date

Conestoga Electric - Electrical Apprentice **2015 to 2020**

- Wide range of experience in both commercial and industrial settings
 - New commercial builds (from rough-ins to finishing touches)
 - Retrofitting existing buildings, lighting upgrades, new electrical components
 - Industrial: new installations, relocating existing electrical, troubleshooting
- Reading blueprints and scaling drawings
- Communicate and collaborate with site foreman and other contractors to ensure proper execution of blueprints
- Knowledgeable of CSA standards through on-site experience and in-class apprenticeship (Conestoga College)

Education

Computer Programming and Analysis, 2023-present

Business Management at Conestoga College, 2010-2013