

## CURRICULUM VITAE

### Personal Information

Date of Birth	24.08.1983
Place of Birth	Philippines
Nationality	German
Marital Status	divorced, 1 Child (2013), childcare secured



### Professional Career

since 02.2023	Job application phase with further training
01.2021 – 01.2023	Apprenticeship / Retraining as Industrial Clerk (dual) IAL Institut for Applied Logistics GmbH, Frankfurt / Main <b>IHK Certification</b> <b>Practical training at City Getränke</b> <ul style="list-style-type: none"><li>• Procurement and purchasing management</li><li>• Warehouse management and logistics coordination</li><li>• Customer service and invoicing (CRM)</li><li>• Development of marketing strategies and campaigns</li></ul>
02.2020 – 12.2020	Orientation phase
02.2008 – 01.2020	Machine and Plant Operator ContiTech Techno-Chemie GmbH, Karben <ul style="list-style-type: none"><li>• Setting up and loading machines</li><li>• Assembling components</li><li>• Installing new production lines</li><li>• Optimizing work processes</li><li>• Ensuring quality standards</li></ul>
07.2005 – 02.2008	<b>Production Assistant</b> ContiTech Techno-Chemie GmbH, Karben über Amicus GmbH, Niederlassung Friedberg Hessen
11.2003 – 06.2005	<b>Housekeeper</b> LIAM Cleaning Solution, Hanau
06.2001 – 10.2003	<b>Interior Decorator</b> Heikes Raumdekor, Bad Vilbel

## Marque Bolay-Og

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### Further Training

seit 03.2024	Application Optimization and Self-Marketing BBZ Altenkirchen GmbH & Co. KG, Friedberg Hessen
10.2012 – 07.2013	Part-time qualification as <b>Machine and Plant Operator</b> , specializing in <b>metal and plastics technology</b> IHK Gießen-Friedberg Hessen <b>with certification</b>
11.2008 – 04.2009	Qualification as an <b>Assembly Technology Specialist</b> Förderverein der Beruflichen Schule, Butzbach

### Vocational Training

08.1998 – 06.2001	<b>Interior Decorator</b> WAUS gGmbH, Friedberg Hessen
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### Education

05.1995 – 04.1998	Stadtschule am Solgraben, Bad Nauheim Graduation: <b>Secondary School Certificate</b>
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### Special Skills

Languages	German English French	Native LCCI Level 1 Business English Basic knowledge
IT Skills	MS Word MS Excel MS PowerPoint SAP R/3-LE SAP S/4 Hana	(Good proficiency) (Good proficiency) (Good proficiency) (Advanced knowledge) (Advanced knowledge)
	DATEV	(Good proficiency)
Driving License	Klasse B	