

Eng'r. Rodelio S. Fajardo
Flat 1002, Hamad Bldg., Muhaisnah 4, Al Ghusais, Dubai, UAE
+971559947693/+971508013428
rupeirtridge@yahoo.com

Dear Sir/Mam:

I am a Bachelor of Science in Engineering with years of managerial and supervisory experience in the field of GLASS processing, fabrication, manufacturing and production. Strong leadership, excellent analytic - decision making skills, and technical know-how exposures in procedural processes for being a **Factory/Operations/Production Manager / Process Engineer** made me confident enough to fill the vacant position in your company.

With my vast experience in past companies (Cybertising Philippines, Creative Glass Graphics LLC - Dubai, National Glass Industry LLC - RAK, & Bin Hussain Glass and Aluminium Factory - Ajman) has confirmed my wide exposures in GLASS PROCESSING. ***As a part of my job, always I am at the forefront of operations, doing almost everything – customer inquiry, BOQ, BOM/COM, Job/Sales Cards, Quality Controls/Assurance, Estimations and Optimizations, Cutting List, Procurements, etc. I am also giving my share of analysis in terms of maintenance and troubleshooting in every production floor machine. In CREATIVE GLASS, we had done several Decorative Glasses (Satin Etched, Sandblasting, Back Painting, Air Brush Color, Laminated, Fused Glasses, etc.) for several projects like Atlantis Hotel, Ferrari World, Depa Ocean Heights, etc. Whereas in my recent company – NATIONAL GLASS INDUSTRY LLC is involve in suchprocessing like glass tempering, single and double glazing, ceramic frits, etc. of Architectural Glasses. Current company BIN HUSSAIN GLASS AND ALUMINIUM strives in both Decorative and Architectural Glass Processing.***

I believe that your company is dedicated to turning challenges into opportunities and change into growth. This is the type of organization where I am confident my skills and knowledge would be best suited. Some of my qualifications include:

- Ø Proven in the field of supervisory, managerial, and engineering
- Ø Ability to work effectively as part of a team
- Ø Data Processing, BOMs, BOQs, Planning, QC/QA, Estimations (Cutting Lists), & Allocations
- Ø Experience in computers (Microsoft Word, Excel, & Power Point / LISEC / WMS & RF Operations / BAAN / FOCUS Operating Systems)
- Ø Excellent Analytical Skills - Attentive to Details (Critical Points)
- Ø Strong public speaking skills / Interpersonal communication skills
- Ø ISO9001, Six Sigma & 5-S (New Quality Management Tools), HACCP, HAS (Hazard Analysis on Safety)
- Ø Excellent in Standard Operating Procedures (Process Engineering) KPI, SKUs, and other management analytical tools
- Ø Legitimate Holder of UAE Driver's License

Although my curriculum vitae provide a summary of my background and experiences, I would like to meet with you in person to discuss any available opportunities. I can be reached at (055) 994-7693 / (050) 801-3428 or email me at rupeirtridge@yahoo.com.

Thank you for your time and consideration.

Sincerely,

Eng'r. Rodelio S. Fajardo