

Angie Veronica Rodriguez Leon - ID 0207260A

📍 Triq Il Universita 50 Euro Mansion - Flat 9 - Msida, MSD 1653 Malta (Malta)

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Malta, 11 December 2019

Subject: Looking for a Vacancy

Dear Sir/Madam,

I am an Qualified Engineer (MQF level 6), with specialisation in Industrial Engineering, Internal Auditing of HSEQ (Quality, Environment and Health and Safety in the Work); Technology in Accounting and Finance together with Registration of Documentation and Accounting Operations,

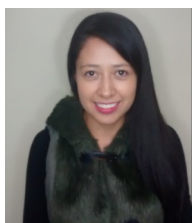
I have experience working in manufacturing and production companies in different industrial areas. These include the metal-working industry, plastic product manufacturing, the food industry and also medicinal/pharmaceutical container manufacturing.

I would like to join to the company working at the manufacturing and process areas in different positions, maybe starting as a process, quality or engineering worker or operator because I want to improve my experience and contribute on different levels to grow up every day.

I have really good experience with customer service working in Malta like a sale assistant, cashier, shop assistant and waitress.

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PERSONAL INFORMATION



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 vrodiguez1010@hotmail.com

Sex Female | Date of birth 03/08/1992 | Nationality Colombian

PREFERRED JOB

TECHNICAL FIELD: Position in quality control, Industrial and production engineering, Manufacturing or processing. **FINANCIAL FIELD:** Position as a accounting and financial assistant, office administration.

WORK EXPERIENCE

10 Jul 2019

Cashier / Shelf Stacker

Arkadia food Express - Elation agency, Swatar (Malta)

1. Assit customers in requesting items or prices.
2. Collecting money and giving appropriate change.
3. Count cash and register at the end of the shift.
4. Arrange and replenish products on the shelves checking the expire date.

1 Dec 2018–2 Jul 2019

Sales Assistant

Parfois Fashion Shop- Arkadia, Malta (Malta)

1. Assisting shoppers related to clothing and fashion accessories.
2. Continuous replenishment and sorting out the new collections and sales.
3. Design the Visual merchandising report every week to be sent to the head office in Portugal.

4 Aug 2018–5 Nov 2018

Waiter/waitress

Pegaso Italian Restaurant, St Julians (Malta)

Waitress and customer service about the menu and main course.

4 Nov 2016–22 Jan 2018

Occupational Health and Safety Management System.

Envases Farmaceuticos Newplast S.A.S (Pharmaceutical Packaging Newplast S.A.S), Bogota (Colombia)

1. Identification of hazards and risks in different areas of production and administration.
2. Industrial safety plan.
3. Preparation of quality certificates for products with technical and dimensional specifications.
4. Implementation of the quality control system, environment and industrial safety.
5. Quality control, production and manufacturing of plastic containers for medicinal and pharmaceutical products.

1 Mar 2014–6 Jan 2016

Computer systems designer

Mecanizados Velasco, Bogota (Colombia)

1. Design and development of drawings of parts for machines, software management Assembly and simulation design.
2. Handle of tools and measuring devices.

27 Jan 2016–4 Nov 2016

Coordinator of the Quality control

PLASTIC ARCOFLEX S.A.S, Bogota (Colombia)

1. Control, and continuous improvement of the quality in the productive process (Transformation of plastics)
2. Design of plans and optimal programming for the production line.
3. Optimisation of process parameters and materials.
4. Quality control, production and manufacturing of plastic containers for medicinal, pharmaceutical and food products.

4 Feb 2012–4 Feb 2014

Commercial consultant in metals for metalworking

ACEFER LTDA - Metalworking Industry, Bogota (Colombia)

1. Description of the physical and mechanical characteristics of materials such as steel, bronze, aluminum and plastic.
2. Establishment of different types and compositions material properties.
3. Process control and effect of variables such a temperature and pressure on Materials.

EDUCATION AND TRAINING

5 Mar 2017–6 Oct 2017

GRADUATED IN HSEQ MANAGEMENT SYSTEMS ISO 9001: 2015 - ISO 14001: 2015 - OHSAS: 2007.

SGS COLOMBIA, Bogota (Colombia)

Health, Safety, Environment and Quality

19 Jan 2012–3 Mar 2016

Industrial engineer

Autonoma University of Colombia, Bogota (Colombia)

Professional in Industrial Engineer.

4 Mar 2009–3 Feb 2012

Technologist in Accounting and Finance

SENA- National Learning Service, Bogota (Colombia)

Accounting and Finance

PERSONAL SKILLS

Mother tongue(s)

Spanish

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	B2	B2	C1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills

Speak and write English level intermediate
Speak and write Spanish mother language
Social networks and internet applications.

Organisational / managerial skills

Leadership and Teamwork.
Open to new ideas and methodologies.
Goal setting and meeting targets.
Customer Service.
Social Skills with children and adults.
Recreation Activities.
Coordinating groups to meet deadlines and objectives.
Delegation, decision making and problem solving.
Managing appointments, projects and institutional goals.
Planning, Coordinating and evaluating events and projects.

Job-related skills

I deem myself hard-working, efficient, motivated and capable to work with limited amount of supervision. I can handle pressure and can adopt quickly to changes in the work environment. I always strive to meet targeted deadlines and am proactive in making the best of resources available.

Another personal strength is that I am well organised particularly where record-keeping is concerned. I am always willing to learn and do my best to understand complex systems, even if it requires additional training or tuition.